

LEARNING OUTCOMES BASED VOCATIONAL CURRICULUM

**JOB ROLE: EARLY YEARS
PHYSICAL ACTIVITY FACILITATOR**

QUALIFICATION PACK CODE: SPF/Q 4004

SECTOR: PHYSICAL EDUCATION

Classes 9 and 10

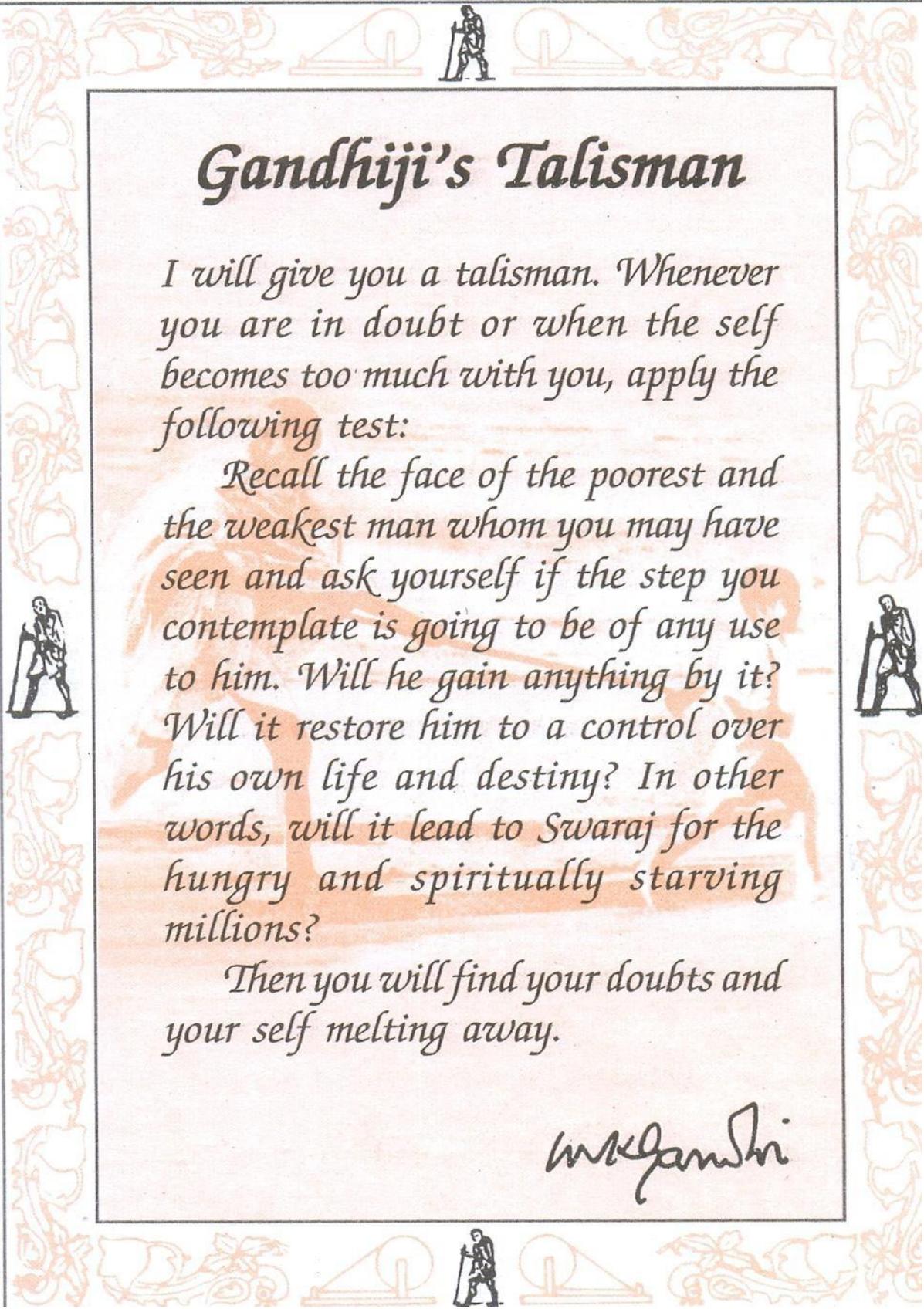


PSS CENTRAL INSTITUTE OF VOCATIONAL EDUCATION

(A constituent unit of NCERT, under MHRD, Government of India)

Shyamla Hills, Bhopal- 462 013, M.P., India

<http://www.psscive.ac.in>



Gandhiji's Talisman

I will give you a talisman. Whenever you are in doubt or when the self becomes too much with you, apply the following test:

Recall the face of the poorest and the weakest man whom you may have seen and ask yourself if the step you contemplate is going to be of any use to him. Will he gain anything by it? Will it restore him to a control over his own life and destiny? In other words, will it lead to Swaraj for the hungry and spiritually starving millions?

Then you will find your doubts and your self melting away.

M.K. Gandhi

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Physical Education- Early Years
Physical Activity Facilitator

January, 2020

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FOREWORD

The Pandit Sunderlal Sharma Central Institute of Vocational Education (PSSCIVE), a constituent unit of National Council of Educational Research and Training (NCERT) is spearheading the efforts of developing learning outcome based vocational curriculum and courseware aimed at integrating both vocational and general qualifications to open pathways of career progression for students. It is a part of Vocationalisation of Education under *Samagra Shiksha*. The PSS Central Institute of Vocational Education (PSSCIVE) is developing curricula under the project approved by the Project Approval Board (PAB) of *Samagra Shiksha* of Ministry of Human Resource Development (MHRD), Govt. of India. The main purpose of the learning outcome based vocational curriculum is to bring about improvement in teaching-learning process and working competencies through learning outcomes embedded in the vocational subject.

It is a matter of great pleasure to introduce this learning outcome based vocational curriculum as part of the vocational training package for the job role of Early Years Physical Activity Facilitator (SPF/Q4004). The curriculum has been developed for the higher secondary students of vocational education and is aligned to the National Occupation Standards (NOSs) of a job role identified and approved under the National Skill Qualification Framework (NSQF).

The curriculum aims to provide children with employability and vocational skills to support occupational mobility and lifelong learning. It will help them to acquire specific occupational skills that meet employers' immediate needs. The teaching process is to be performed through the interactive sessions in classrooms, practical activities in laboratories and workshops, projects, field visits, and professional experiences.

The curriculum has been developed and reviewed by a group of experts and their contributions are greatly acknowledged. The utility of the curriculum will be adjudged by the qualitative improvement that it brings about in teaching-learning. The feedback and suggestions on the content by the teachers and other stakeholders will be of immense value to us in bringing about further improvement in this document.

HRUSHIKESH SENAPATY
Director
National Council of Education
Research and Training

PREFACE

India today stands poised at a very exciting juncture in its saga. The potential for achieving inclusive growth are immense and the possibilities are equally exciting. The world is looking at us to deliver sustainable growth and progress. To meet the growing expectations, India will largely depend upon its young workforce. The much-discussed demographic dividend will bring sustaining benefits only if this young workforce is skilled and its potential is channelized in the right direction.

In order to fulfil the growing aspirations of our youth and the demand of skilled human resource, the Ministry of Human Resource Development (MHRD), Government of India introduced the revised Centrally Sponsored Scheme of Vocationalisation of Secondary and Higher Secondary Education in 2012 with the aim to provide for the diversification of educational opportunities so as to enhance individual employability, reduce the mismatch between demand and supply of skilled manpower and provide an alternative for those pursuing higher education. The scheme was subsumed in *Samagra Shiksha* in 2018 along with other schemes of school education. For spearheading the Vocationalisation Education, the PSS Central Institute of Vocational Education (PSSCIVE) was entrusted the responsibility to develop learning outcome based vocational curriculum, student workbooks, teacher handbooks and e-learning materials for the job roles in various sectors, with growth potential for employment.

The PSSCIVE firmly believes that the vocationalisation of education in the nation needs to be established on a strong footing of philosophical, cultural and sociological traditions and it should aptly address the needs and aspirations of the students besides meeting the skill demands of the industry. The curriculum, therefore, aims at developing the desired professional, managerial and communication skills to fulfil the needs of the society and the world of work. In order to honour its commitment to the nation, the PSSCIVE has initiated the work on developing learning outcome based vocational curriculum with the involvement of faculty members and leading experts in respective fields. It is being done through the concerted efforts of leading academicians, professionals, policy makers, partner institutions, Vocational Education and Training experts, industry representatives, and teachers. The expert group through a series of consultations, working group meetings and use of reference materials develops a National Curriculum. Currently, the Institute is working on developing curricula and courseware for over 50 job roles in various sectors, besides the curricula developed for 100 job roles.

We extend our gratitude to all the contributors for selflessly sharing their precious knowledge, acclaimed expertise, valuable time and positively responding to our request for development of curriculum. We are grateful to MHRD and NCERT for the financial support and cooperation in realising the objective of providing learning outcome based vocational curriculum and courseware to the States and other stakeholders under the PAB (Project Approval Board) approved project of *Samagra Shiksha* of Ministry of Human Resource Development (MHRD), Government of India.

Finally, for transforming the proposed curriculum design into a vibrant reality of implementation, all the institutions involved in the delivery system shall have to come together with a firm commitment and they should secure optimal community support. The success of this curriculum depends upon its effective implementation and it is expected that the managers of vocational education and training system, including subject teachers will make efforts to create better facilities, develop linkages with the world of work and foster a conducive environment as per the content of the curriculum document.

The PSSCIVE, Bhopal remains committed in bringing about reforms in the vocational education and training system through the learner-centric curricula and courseware. We hope that this document will prove useful in turning out more competent Indian workforce for the 21st Century.

RAJESH P. KHAMBAYAT
Joint Director
PSS Central Institute of
Vocational Education

ACKNOWLEDGEMENTS

On behalf of the team at the PSS Central Institute of Vocational Education (PSSCIVE) we are grateful to the members of the Project Approval Board (PAB) of *Samagra Shiksha* and the officials of the Ministry of Human Resource Development (MHRD), Government of India for the financial support to the project for development of curricula.

We are grateful to the Director, National Council of Educational Research & Training (NCERT) for his support and guidance. We also acknowledge the contributions of our colleagues at the Technical Support Group of *Samagra Shiksha*, MHRD, National Skill Development Agency (NSDA) and National Skill Development Corporation (NSDC) and Sports and Fitness Sector Skill Council (SPEFL-SC) for their academic support and cooperation.

We are grateful to the experts for their earnest efforts and contributions in the development of this learning outcome based vocational curriculum. Their names are acknowledged in the list of contributors.

The contributions made by Dr. Vinay Swarup Mehrotra, Professor and Head, Department of Agriculture and Animal Husbandry and Curriculum Development and Evaluation Centre (CDEC), Dr. Vipin Kumar Jain, Associate Professor and Head, Department of Humanities, Science, Education and Research and Dr. Dipak D. Shudhalwar, Associate Professor and Head, Department of Engineering and Technology, PSSCIVE in development of the curriculum for the employability skills are duly acknowledged.

The assistance provided by Mr. Jivan Koli, Computer Operator, PSSCIVE and Mr. Rajesh Yadav, Computer Operator (Contract), PSSCIVE in layout, design and composing of the material is duly acknowledged.

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1. COURSE OVERVIEW

COURSE TITLE: EARLY YEARS PHYSICAL ACTIVITY FACILITATOR

Early Years Physical Activity Facilitator works in play schools, day care centers, apartments and clubs to teach age appropriate physical activities to build fundamental skills and fitness in children up to the age of 8 years. Early Years Physical Activity Facilitator looks after the smooth functioning of the physical activities and sports events of the school, organization, institute, etc. He/ She should possess the knowledge and skills of safety and management of play field, equipment and tools, conduction of sports events, assessment of student's physical activity and report preparation.

COURSE OUTCOMES: On completion of the course, students should be able to:

- Apply effective oral and written communication skills to interact with people and customers;
- Identify the principal components of a computer system;
- Demonstrate the basic skills of using computer;
- Demonstrate self-management skills;
- Demonstrate the ability to provide a self-analysis in context of entrepreneurial skills and abilities;
- Demonstrate the knowledge of the importance of green skills in meeting the challenges of sustainable development and environment protection;
- Demonstrate the knowledge of the importance of physical activity in child development;
- Plan age appropriate physical activity;
- Execute age appropriate exercise;
- Demonstrate the knowledge of children health and safety;
- Assess and evaluate the students;
- Conduct recreational activities; and
- Demonstrate the knowledge of maintaining records.

COURSE REQUIREMENTS: The learner should have the basic knowledge of science.

COURSE DURATION: 400 hrs

Class 09: 200 hrs

Class 10: 200 hrs

Total: 400 hrs

2. SCHEME OF UNITS AND ASSESSMENT

The unit-wise distribution of hours and marks for Class 9 is as follows:

CLASS 9			
	Units	No. of Hours for Theory and Practical =200	Max. Marks for Theory and Practical = 100
Part A	Employability Skills		
1.	Communication Skills-I	20	02
2.	Self-management Skills-I	10	02
3.	Information and Communication Technology Skills-I	20	02
4.	Entrepreneurial Skills-I	15	02
5.	Green Skills-I	10	02
	Total	75	10
Part B	Vocational Skills		
6.	Role of Physical Education in Child Development	25	20
7.	Planning Age Appropriate Physical Activity	25	
8.	Organising Age Appropriate Physical Activities	30	
9.	Children Health and Safety	15	
		95	20
Part C	Practical Work		
	Practical Examination	06	15
	Written Test	01	10
	Viva Voce	03	10
		10	35
Part D	Project Work/Field Visit		
	Practical File/Student Portfolio	10	10
	Viva Voce	05	05
		15	15
Part E	Continuous and Comprehensive Evaluation (CCE)		
		5	20
	Total	200	100

The unit-wise distribution of hours and marks for Class 10 is as follows:

CLASS 10			
	Units	No. of Hours for Theory and Practical =200	Max. Marks for Theory and Practical = 100
Part A	Employability Skills		
1.	Communication Skills-II	20	02
2.	Self-management Skills-II	10	02
3.	Information and Communication Technology Skills-II	20	02
4.	Entrepreneurial Skills-II	15	02
5.	Green Skills-II	10	02
	Total	75	10
Part B	Vocational Skills		
6.	Role and Functions of Early Years Physical Activity Facilitator	20	20
7.	Assessment and Evaluation of Students	20	
8.	Recreation	25	
9.	Audit and Record of Equipment	30	
	Total	95	20
Part C	Practical Work		
	Practical Examination	06	15
	Written Test	01	10
	Viva Voce	03	10
		10	35
Part D	Project Work/Field Visit		
	Practical File/Student Portfolio	10	10
	Viva Voce	05	05
	Total	15	15
Part E	Continuous and Comprehensive Evaluation (CCE)		
		5	20
	Total	200	100

3. TEACHING/TRAINING ACTIVITIES

The teaching and training activities have to be conducted in classroom, laboratory/ workshops and field visits. Students should be taken to field visits for interaction with experts and to expose them to the various tools, equipment, materials, procedures and operations in the workplace. Special emphasis should be laid on the occupational safety, health and hygiene during the training and field visits.

CLASSROOM ACTIVITIES

Classroom activities are an integral part of this course and interactive lecture sessions, followed by discussions should be conducted by trained vocational teachers. Vocational teachers should make effective use of a variety of instructional or teaching aids, such as audio-video materials, colour slides, charts, diagrams, models, exhibits, hand-outs, online teaching materials, etc. to transmit knowledge and impart training to the students.

PRACTICAL WORK IN LABORATORY/WORKSHOP

Practical work may include but not limited to hands-on-training, simulated training, role play, case based studies, exercises, etc. Equipment and supplies should be provided to enhance hands-on learning experience of students. Only trained personnel should teach specialized techniques. A training plan that reflects tools, equipment, materials, skills and activities to be performed by the students should be submitted by the vocational teacher to the Head of the Institution.

FIELD VISITS/ EDUCATIONAL TOUR

In field visits, children will go outside the classroom to obtain specific information from experts or to make observations of the activities. A checklist of observations to be made by the students during the field visits should be developed by the Vocational Teachers for systematic collection of information by the students on the various aspects. Principals and Teachers should identify the different opportunities for field visits within a short distance from the school and make necessary arrangements for the visits. At least three field visits should be conducted in a year.

4. ASSESSMENT AND CERTIFICATION

The National Skills Qualifications Framework (NSQF) is based on outcomes referenced to the National Occupation Standards (NOSs), rather than inputs. The NSQF level descriptors, which are the learning outcomes for each level, include the process, professional knowledge, professional skills, core skills and responsibility. The assessment is to be undertaken to verify that individuals have the knowledge and skills needed to perform a particular job and that the learning programme undertaken has delivered education at a given standard. It should be closely linked to certification so that the individual and the employer could come to know the competencies acquired through the vocational subject or course. The assessment should be reliable, valid, flexible, convenient, cost effective and above all it should be fair and transparent. Standardized assessment tools should be used for assessment of knowledge of students. Necessary arrangements should be made for using technology in assessment of students.

KNOWLEDGE ASSESSMENT (THEORY)

Knowledge Assessment should include two components: one comprising of internal assessment and second an external examination, including theory examination to be conducted by the Board. The assessment tools shall contain components for testing the knowledge and application of knowledge. The knowledge test can be objective paper based test or short structured questions based on the content of the curriculum.

WRITTEN TEST

It allows candidates to demonstrate that they have the knowledge and understanding of a given topic. Theory question paper for the vocational subject should be prepared by the subject experts comprising group of experts of academicians, experts from existing vocational subject experts/teachers, subject experts from university/colleges or industry. The respective Sector Skill Council should be consulted by the Central/State Board for preparing the panel of experts for question paper setting and conducting the examinations.

The blue print for the question paper may be as follows:

Duration: 3 hrs

Max. Mark: 30

	Typology of Question	No. of Questions			Marks
		Very Short Answer (1 mark)	Short Answer (2 Marks)	Long Answer (3 Marks)	
1.	Remembering – (Knowledge based simple recall questions, to know specific facts, terms, concepts, principles, or theories; identify, define or recite, information)	2	1	2	10
2.	Understanding – (Comprehension – to be familiar with meaning and to understand conceptually, interpret, compare, contrast, explain, paraphrase, or interpret information)	1	2	2	11
3.	Application – (Use abstract information in concrete situation, to apply knowledge to new situations: Use given content to interpret a situation, provide an example, or solve a problem)	0	1	1	05
4.	High Order Thinking Skills – (Analysis & Synthesis – Classify, compare, contrast, or differentiate between different pieces of information; Organize and/ or integrate unique pieces of information from a variety of sources)	0	1	0	02
5.	Evaluation – (Appraise, judge, and/or justify the value or worth of a decision or outcome, or to predict outcomes based on values)	0	1	0	02
	Total	3x1=3	6x2=12	5x3=15	30 (14 questions)

SKILL ASSESSMENT (PRACTICAL)

Assessment of skills by the students should be done by the assessors/examiners on the basis of practical demonstration of skills by the candidate, using a competency checklist. The competency checklist should be developed as per the National Occupation Standards (NOSs) given in the Qualification Pack for the Job Role to bring about necessary consistency in the quality of assessment across different sectors and Institutions. The student has to demonstrate competency against the performance criteria defined in the National Occupation Standards and the assessment will indicate

that they are 'competent', or are 'not yet competent'. The assessors assessing the skills of the students should possess a current experience in the industry and should have undergone an effective training in assessment principles and practices. The Sector Skill Councils should ensure that the assessors are provided with the training on the assessment of competencies.

Practical examination allows candidates to demonstrate that they have the knowledge and understanding of performing a task. This will include hands-on practical exam and viva voce. For practical, there should be a team of two evaluators – the subject teacher and the expert from the relevant industry certified by the Board or concerned Sector Skill Council. The same team of examiners will conduct the viva voce.

Project Work (individual or group project) is a great way to assess the practical skills on a certain time period or timeline. Project work should be given on the basis of the capability of the individual to perform the tasks or activities involved in the project. Projects should be discussed in the class and the teacher should periodically monitor the progress of the project and provide feedback for improvement and innovation. Field visits should be organized as part of the project work.

Field visits can be followed by a small-group work/project work. When the class returns from the field visit, each group might be asked to use the information that they have gathered to prepare presentations or reports of their observations. Project work should be assessed on the basis of practical file or student portfolio.

Student Portfolio is a compilation of documents that supports the candidate's claim of competence. Documents may include reports, articles and photos of products prepared by students in relation to the unit of competency.

Viva voce allows candidates to demonstrate communication skills and content knowledge. Audio or video recording can be done at the time of viva voce. The number of external examiners would be decided as per the existing norms of the Board and these norms should be suitably adopted/adapted as per the specific requirements of the vocational subject. Viva voce should also be conducted to obtain feedback on the student's experiences and learning during the project work/field visits. Upon successful completion of the course by the candidate, the Central/ State Examination Board for Secondary Education and the respective Sector Skill Council will certify the competencies

5. UNIT CONTENTS

CLASS 9

Part A: Employability Skills

S.No.	Units	Duration (Hrs)
1.	Communication Skills - I	20
2.	Self-management Skills - I	10
3.	Information and Communication Technology Skills-I	20
4.	Entrepreneurial Skills - I	15
5.	Green Skills - I	10
	Total	75

Unit 1: Communication Skills – I			
Learning Outcome	Theory	Practical	Duration (20 Hrs)
1. Demonstrate knowledge of various methods of communication	1. Methods of communication <ul style="list-style-type: none"> • Verbal • Non-verbal • Visual 	1. Writing pros and cons of written, verbal and non-verbal communication 2. Listing do's and don'ts for avoiding common body language mistakes	05
2. Identify elements of communication cycle	1. Meaning of communication 2. Importance of communication skills 3. Elements of communication cycle– (I) sender, (ii) ideas, (iii) encoding, (iv) communication channel, (v) receiver, (vi) decoding, and (vii) feedback	1. Draw a diagram of communication cycle 2. Role plays on communication process related to the sector/job role	05
3. Identify the factors affecting our perspectives in communication	1. Perspectives in communication 2. Factors affecting perspectives in communication <ul style="list-style-type: none"> • Visual perception • Language • Past experience • Prejudices • Feelings • Environment 	1. Group discussion on factors affecting perspectives in communication 2. Sharing of experiences on factors affecting perspectives 3. Sharing experiences on factors affecting communication at workplace	05
4. Demonstrate the knowledge of basic writing skills	1. Writing skills related to the following: (I) Phrases (II) Kinds of sentences (III) Parts of sentence (IV) Parts of speech (V) Use of articles (VI) Construction of a paragraph	1. Demonstration and practice of writing sentences and paragraphs on topics related to the subject	05

Unit 2: Self-management Skills – I			
Learning Outcome	Theory	Practical	Duration (10 Hrs)
1. Describe the meaning and importance of self-management	1. Meaning of self-management 2. Positive results of self-management 3. Self-management skills	1. Identification of self-management skills 2. Strength and weakness analysis	05

2. Identify the factors that helps in building self-confidence	<ol style="list-style-type: none"> 1. Factors that help in building self-confidence – social, cultural, and physical factors 2. Self-confidence building tips – getting rid of the negative thoughts, thinking positively, staying happy with small things, staying clean, hygienic and smart, chatting with positive people, etc. 	<ol style="list-style-type: none"> 1. Role play exercises on building self-confidence 2. Use of positive metaphors/ words 3. Positive stroking on wakeup and before going bed 4. Helping others and working for community 	05
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Unit 3: Information and Communication Technology Skills – I

Learning Outcome	Theory	Practical	Duration (20 Hrs)
1. Describe the role of Information and Communication Technology (ICT) in day-to-day life and workplace	<ol style="list-style-type: none"> 1. Introduction to ICT 2. Role and importance of ICT in personal life and at workplace 3. ICT in our daily life (examples) 4. ICT tools - Mobile, tab, radio, TV, email, etc. 	<ol style="list-style-type: none"> 1. Discussion on the role and importance of ICT in personal life and at workplace. 2. Preparing posters / collages for showing the role of ICT at workplace 	04
2. Identify components of basic computer system and their functions	<ol style="list-style-type: none"> 1. Computer system - Central Processing Unit (CPU), memory, motherboard, storage devices 2. Hardware and software of a computer system 3. Role and functions of Random Access Memory(RAM) and Read Only Memory(ROM) 4. Role and functions of Central Processing Unit 5. Procedure for starting and shutting down a computer 	<ol style="list-style-type: none"> 1. Connecting the cables and peripherals to the Central Processing Unit 2. Starting and shutting down a computer 3. Group discussion on the various aspects of hardware and software 	07
3. Demonstrate use of various components and peripherals of computer system	<ol style="list-style-type: none"> 1. Peripherals devices and their uses – mouse, keyboard, scanner, webcam, etc. of a computer system 	<ol style="list-style-type: none"> 1. Identification of various parts and peripherals of a computer 2. Demonstration and practice on the use of mouse 3. Demonstration and practice on the use of keyboard 4. Demonstration of the uses of printers, webcams, scanner and other peripheral devices 5. Drawing diagram of computer system and labelling it 	05

4. Demonstrate basic computer skills	1. Primary operations on a computer system – input, process, storage, output, communication networking, etc.	1. Identification of the various input and output units and explanation of their purposes	04
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Unit 4: Entrepreneurial Skills - I			
Learning Outcome	Theory	Practical	Duration (15 Hrs)
1. Identify various types of business activities	1. Types of businesses – service, manufacturing, hybrid 2. Types of businesses found in our community 3. Business activities around us	1. Prepare posters of business activities found in cities/villages, using pictures 2. Discuss the various types of activities, generally adopted by small businesses in a local community 3. Best out of waste 4. Costing of the product made out of waste 5. Selling of items made from waste materials 6. Prepare list of businesses that provides goods and services in exchange for money	09
2. Demonstrate the knowledge of distinguishing characteristics of entrepreneurship	1. Meaning of entrepreneurship development 2. Distinguishing characteristics of entrepreneurship 3. Role and rewards of entrepreneurship	1. Prepare charts showing advantages of entrepreneurship over wages 2. Group discussions on role and features of entrepreneurship 3. Lectures/presentations by entrepreneurs on their experiences and success stories 4. Identify core skills of successful entrepreneur	06

Unit 5: Green Skills - I			
Learning Outcome	Theory	Practical	Duration (10 Hrs)
1. Demonstrated the knowledge of the factors influencing natural resource conservation	1. Introduction to environment, 2. Relationship between society and environment, ecosystem and factors causing imbalance 3. Natural resource conservation 4. Environment protection and conservation	1. Group discussion on hazards of deteriorating environment 2. Prepare posters showing environment conservation 3. Discussion on various factors that influence our environment	05

2. Describe the importance of green economy and green skills	1. Definition of green economy 2. Importance of green economy	1. Discussion on the benefits of green skills and importance of green economy 2. Prepare a Poster showing the importance of green economy with the help of newspaper/magazine cuttings	05
Total	34	41	75

PART B–VOCATIONAL SKILLS

S.No.	Units	Duration (Hrs)
1.	Role of Physical Education in Child Development	25
2.	Planning Age Appropriate Physical Activity	25
3.	Organising Age Appropriate Physical Activities	30
4.	Children Health and Safety	15
	Total	95

Unit 1: Role of Physical Education in Child Development

Learning Outcome	Theory (15 Hrs)	Practical (10 Hrs)	Duration (25 Hrs)
1. Identify the physical and emotional needs of the children	1. Domains for Early Childhood Development - Physical, Emotional, Social, Communicative, Adaptive, etc. 2. Development of fundamental motor skills – gross and fine motor skills 3. Cognitive development 4. Psychosocial wellbeing 5. School readiness 6. Understanding child activity	1. Prepare chart on domain for early childhood development 2. Prepare slide presentation on cognitive and psychological wellbeing	5
2. Identify factors influencing physical activities	1. Demographic factors (socio-economic status) 2. Biological factors (age, weight status) 3. Psychological factors 4. Behavioural factors 5. Social-cultural factors 6. Environmental factors	1. Group activity on demonstration of factors influencing physical activities 2. Write a paragraph on how Environmental factors influence physical activity	5

3. Plan physical activities	<ol style="list-style-type: none"> Identifying physical activity sessions (everyday activities, recreational activities, sport) Structuring physical activity sessions Macro-planning Meso-planning Micro-planning Weekly Planning Lesson plan 	<ol style="list-style-type: none"> Prepare flow chart on sequence of planning cycle. Write a lesson plan 	5
4. Conduct physical activities	<ol style="list-style-type: none"> Arranging play spaces Props and equipment required for physical activity sessions Conducting physical activity sessions 	<ol style="list-style-type: none"> Write down brief note on the importance of equipment for conducting physical activities Group discussion on conducting Physical Activity sessions 	10
Total			25

Unit 2: Planning Age Appropriate Physical Activities			
Learning Outcome	Theory (10 hrs)	Practical (15 hrs)	Duration (25 hrs)
1. Plan activities for increasing physical strength and coordination	<ol style="list-style-type: none"> Resources required for activities Planning everyday activities Planning recreational activities Planning sport activities 	<ol style="list-style-type: none"> List down the activities to be planned for everyday physical strength session Draw the diagram of area required for free play games and list down the equipment needed 	10
2. Plan activities for developing cognitive skills	<ol style="list-style-type: none"> Cognitive skills – Reading, Writing, Numeracy, etc. Activities to be organized – Games, Singing, Dancing 	<ol style="list-style-type: none"> Prepare poster for the dancing and singing activity Discuss the various activities to cognitive skills 	10
3. Manage class	<ol style="list-style-type: none"> Designing time table Understanding Duration of activities as per learning outcomes 	<ol style="list-style-type: none"> Prepare a time table for the physical activity class Discussion on setting time duration for different activities 	05
Total			25

Unit 3: Organising Age Appropriate Physical Activities			
Learning Outcome	Theory (10 hrs)	Practical (20 hrs)	Duration (30 hrs)
1. Identify games for everyday activities	<ol style="list-style-type: none"> 1. Fitness Activities 2. Specific sports training 3. Sports periods 4. Games 	<ol style="list-style-type: none"> 1. Identification of games appropriate for different classes and list them down 2. Discussion on selection of games for school 	10
2. Organize sport activities	<ol style="list-style-type: none"> 1. Sports days 2. Summer camp 3. Winter camp 4. Tournaments 5. Mass drills and display 6. Programs for parents and staff 	<ol style="list-style-type: none"> 1. Prepare a poster for the invitation of sports day and explain about the sequence of games 2. Prepare list of activities that can be conducted for the parents and staff and discuss in the class 	20
Total			30

Unit 4: Children Health and Safety			
Learning Outcome	Theory (05 hrs)	Practical (10 hrs)	Duration (15 hrs)
1. Demonstrate the knowledge of child health care and habits	<ol style="list-style-type: none"> 2. Child health 3. Factors influencing child health and hygiene 4. General Nutrition 	<ol style="list-style-type: none"> 1. Prepare a chart on Macro and Micro nutrition 2. Prepare poster on development of mental health 3. Group discussion on factors influencing child health 	05
2 Describe the various aspects of safety management and emergency response	<ol style="list-style-type: none"> 1. Storage facility for the equipment 2. Safe acts and safety measures in playground 3. Safety aspects related to use of equipment 4. Basic First Aid and response to emergency 5. Exit protocol 	<ol style="list-style-type: none"> 1. Draw the diagram of storage are of equipment 2. List down the safety aspects for the use of equipment 3. Prepare a chart on PRICE-R with relative pictures 	10
Total			15

CLASS 10

Part A - Employability Skills

S.No.	Units	Duration (Hrs)
1.	Communication Skills – II	20
2.	Self-management Skills - II	10
3.	Information and Communication Technology Skills – II	20
4.	Entrepreneurial Skills – II	15
5.	Green Skills - II	10
Total		75

Unit 1: Communication Skills - II			
Learning Outcome	Theory	Practical	Duration (20 Hrs)
1. Demonstrate knowledge of various methods of communication	1. Methods of communication (I) Verbal (II) Non-verbal (III) Visual	1. Writing pros and cons of written, verbal and non-verbal communication 2. Listing do's and don'ts for avoiding common body language mistakes	05
2. Provide descriptive and specific feedback	1. Communication cycle and importance of feedback 2. Meaning and importance of feedback 3. Descriptive feedback - written comments or conversations 4. Specific and non-specific feedback	1. Constructing sentences for providing descriptive and specific feedback	03
3. Apply measures to overcome barriers in communication	1. Barriers to effective communication – types and factors 2. Measures to overcome barriers in effective communication	1. Enlisting barriers to effective communication 2. Applying measures to overcome barriers in communication	04
4. Apply principles of communication	1. Principles of effective communication 2. 7 Cs of effective communication	1. Constructing sentences that convey all facts required by the receiver 2. Expressing in a manner that shows respect to the receiver of the message 3. Exercises and games on applying 7Cs of effective communication	03

5. Demonstrate basic writing skills	2. Writing skills to the following: i. Sentence ii. Phrase iii. Kinds of Sentences iv. Parts of Sentence v. Parts of Speech vi. Articles vii. Construction of a Paragraph	1. Demonstration and practice of writing sentences and paragraphs on topics related to the subject	05
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Unit 2: Self-management Skills - II

Learning Outcome	Theory	Practical	Duration (10 Hrs)
1. Apply stress management techniques	1. Meaning and importance of stress management 2. Stress management techniques – physical exercise, yoga, meditation 3. Enjoying, going to vacations and holidays with family and friends 4. Taking nature walks	1. Exercises on stress management techniques – yoga, meditation, physical exercises 2. Preparing a write-up on an essay on experiences during a holiday trip	06
3. Demonstrate the ability to work independently	1. Importance of the ability to work independently 2. Describe the types of self-awareness 3. Describe the meaning of self-motivation and self-regulation	1. Demonstration on working independently 2. goals 3. Planning of an activity 4. Executing tasks in a specific period, with no help or directives 5. Demonstration on the qualities required for working independently	04

Unit 3: Information and Communication Technology Skills- II

Learning Outcome	Theory	Practical	Duration (20 Hrs)
1. Distinguish between different operating systems	1. Classes of operating systems 2. Menu, icons and task bar on the desktop 3. File concept, file operations, file organization, directory structures, and file-system structures	1. Identification of task bar, icons, menu, etc. 2. Demonstration and practicing of creating, renaming and deleting files and folders, saving files in folders and sub-folders, restoring files and folders from recycle bin	17

	4. Creating and managing files and folders		
2. Apply basic skills for care and maintenance of computer	1. Importance and need of care and maintenance of computer (I) Cleaning computer components (II) Preparing maintenance schedule (III) Protecting computer against viruses (IV) Scanning and cleaning viruses and removing SPAM files, temporary files and folders	1. Demonstration of the procedures to be followed for cleaning, care and maintenance of hardware and software	03

Unit 4: Entrepreneurial Skills - II

Learning Outcome	Theory	Practical	Duration (15 Hrs)
1. List the characteristics of successful entrepreneur	1. Entrepreneurship and society 2. Qualities and functions of an entrepreneur 3. Role and importance of an entrepreneur 4. Myth about entrepreneurship 5. Entrepreneurship as a career option	1. Writing a note on entrepreneurship as career option 2. Collecting success stories of first generation and local entrepreneurs 3. Listing the entrepreneurial qualities – analysis of strength and weaknesses 4. Group discussion of self-qualities that students feel are needed to become successful entrepreneur 5. Collect information and related data for a business 6. Make a plan in team for setting up a business	15

Unit 5: Green Skills - II			
Learning Outcome	Theory	Practical	Duration (10 hrs)
1. Demonstrate the knowledge of importance, problems and solutions related to sustainable development	1. Definition of sustainable development 2. Importance of sustainable development 3. Problems related to sustainable development	1. Identify the problem related to sustainable development in the community 2. Group discussion on the importance of respecting and conserving indigenous knowledge and cultural heritage 3. Discussion on the responsibilities and benefits of environmental citizenship, including the conservation and protection of environmental values 4. Preparing models on rain water harvesting, drip / sprinkler irrigation, vermin-compost, solar energy, solar cooker, etc.	10
Total	38	37	75

PART B–VOCATIONAL SKILLS

S.No.	Units	Duration (Hrs)
1.	Roles and Responsibilities of Early Years Physical Activity Facilitator	20
2.	Assessment and Evaluation of Students	20
3.	Free-play	25
4.	Monitoring and Inventory Management	30
	Total	95

Unit 1: Roles and Responsibilities of Early Years Physical Activity Facilitator

Learning Outcome	Theory (10 Hrs)	Practical (10 Hrs)	Duration (20 Hrs)
1. Identify roles and responsibilities of a physical activity facilitator	<ol style="list-style-type: none"> 1. Job description of an early years physical activity facilitator 2. Qualities of a good teacher 	<ol style="list-style-type: none"> 1. Discussion on the methods of discipline inculcation in students 2. Group discussion on pros and cons of mass drill 3. Discussion on the importance of talent identification in sports 	05
2. Describe the various activities to be conducted by the physical activity facilitator	<ol style="list-style-type: none"> 1. Conducting basketball and volleyball skill development sessions 2. Altering the programs to meet the participant turn out and skill level. 3. Arranging facilities and equipment for performing risk management checks on the facility. 4. Dealing with customers and answering questions. 5. Established rules and regulations and etiquette guidelines 6. Ensuring the completion of all administrative paperwork activity plans, and participant feedback. 7. Responding to situations requiring conflict resolution and emergency incidents, including first aid or CPR. 		15
Total			20

Unit 2: Assessment and Evaluation of Students			
Learning Outcome	Theory (7 Hrs)	Practical (13 Hrs)	Duration (20 Hrs)
1. Describe the various types and tools of assessment	<ol style="list-style-type: none"> 1. Meaning of assessment and evaluation 2. Diagnostic assessment 3. Skill assessment 4. Assessment tools and processes 	<ol style="list-style-type: none"> 1. Prepare a chart on difference between assessment and evaluation 2. Classroom discussion on which of the assessment is better formative or summative 	8
2. Prepare assessment report and provide feedback	<ol style="list-style-type: none"> 1. Preparation of report <ul style="list-style-type: none"> •Information identification •Analysis of report •Conclusion and recommendation •Revise your report •Providing feedback 2. Steps of documenting feedback <ul style="list-style-type: none"> •Objectives of feedback 	<ol style="list-style-type: none"> 1. Slide presentation on steps of report preparation and feedback 	12
Total			20

Unit 3: Free-play			
Learning Outcome	Theory (10 Hrs)	Practical (15 Hrs)	Duration (25 Hrs)
1. Describe the importance and purpose of free-play	<ol style="list-style-type: none"> 1. Free play 2. Components of free play 3. Importance of free play in student's life 4. Factors influencing recreational activities 	<ol style="list-style-type: none"> 1. Write a paragraph on importance of free play students life 2. Make a chart of factors influencing free play 	7
3. Organize Free-play activities	<ol style="list-style-type: none"> 1. Objective of activity 2. Selection of suitable free play activity 3. Categorization and deviation of groups 4. Area selection 5. Equipment selection 6. Organization of free play activities 	<ol style="list-style-type: none"> 1. Group discussion on importance of categorization and grouping in recreational activities 2. Prepare a speech on equipment selection in free play activity 	8

4. Demonstrate the knowledge of rehabilitation through free-play	<ol style="list-style-type: none"> 1. Role of free-play in rehabilitation 2. Heterogeneous to homogeneous group 3. Selection of suitable free play activity 4. Session timing and time table 5. Recording data of each session 	1. Prepare a pie chart on rehabilitation through free play	10
Total			25

Unit 4: Monitoring and Inventory Management			
Learning Outcome	Theory (10 hrs)	Practical (20 hrs)	Duration (30 Hrs)
1. Describe the process of inventory management	<ol style="list-style-type: none"> 1. Importance of periodic inventory check 2. Process of maintaining inventory 	<ol style="list-style-type: none"> 1. Write a paragraph about importance of listing the equipment 2. Prepare a flowchart on the steps of Listing the equipment 	13
2. Manage props and equipment	<ol style="list-style-type: none"> 1. Report of listed equipment 2. Estimation of fund for new equipment 3. Estimation of money for repairing of equipment 4. Monetary report of equipment purchased and repaired 	<ol style="list-style-type: none"> 1. Prepare a report of equipment in school sports store room 2. Prepare a report of sports equipment 	17
Total			30

6. ORGANISATION OF FIELD VISITS

In a year, at least 3 field visits/educational tours should be organized for the students to expose them to the playfield culture and installed in activities in the play field. Visit the stadiums with latest machines and equipment. During the visit, students should obtain the following information from the owner or the supervisor or officer of the play field or stadium.

1. Location of play field and playground of institution
2. Different areas of playfield and indoor play areas

3. Locker and safety facilities
4. Number of physical activities organised
5. Storage area for tools and equipment

7. LIST OF EQUIPMENT AND MATERIALS

The tools, equipment and materials required for training are quite expensive, therefore; only basic tools, equipment and accessories should be procured by the Institution so that the routine tasks can be performed by the students regularly for practice and acquiring adequate practical experience. A set of weight plates, bars and other weights with one cable machine may be procured for training and regular field visits should be organized to provide opportunities to the students/trainees for observation and hands-on practice.

8. VOCATIONAL TEACHER'S/TRAINER'S QUALIFICATION AND GUIDELINES

Qualification and other requirements for appointment of vocational teachers/trainers on contractual basis should be decided by the State/UT. The suggestive qualifications and minimum competencies for the vocational teacher should be as follows:

Qualification	Minimum Competencies	Age Limit
Post-graduation in Physical Education from a recognized Institute /University, with at least 1 year work/ teaching experience	Effective communication skills (oral and written) Basic computing skills.	18-37 years (as on Jan. 01 (year). Age relaxation to be provided as per Govt. rules.

Vocational Teachers/Trainers form the backbone of Vocational Education being imparted as an integral part of *Samagra Shiksha*. They are directly involved in teaching of vocational subjects and also serve as a link between the industry and the schools for arranging industry visits, On-the-Job Training (OJT) and placement. These guidelines have been prepared with an aim to help and guide the States in engaging quality Vocational Teachers/Trainers in the schools. Various parameters that need to be looked into while engaging the Vocational Teachers/Trainers are mode and procedure of selection of Vocational Teachers/Trainers, Educational Qualifications, Industry Experience, and Certification/Accreditation. The State may engage Vocational Teachers/Trainers in schools approved under the component of Vocationalisation of Secondary and Higher Secondary Education under RMSA in the following ways:

(i) directly as per the prescribed qualifications and industry experience suggested by the PSS Central Institute of Vocational Education(PSSCIVE), NCERT or the respective Sector Skill Council (SSC) OR (ii) through accredited Vocational Training Providers accredited under the National Quality Assurance Framework (NQAF*) approved by the National Skill Qualification Committee on 21.07.2016. If the State is engaging Vocational Teachers/Trainers through the Vocational Training Provider (VTP), it should ensure that VTP should have been accredited at NQAF Level 2 or higher.

** The National Quality Assurance Framework (NQAF) provides the benchmarks or quality criteria which the different organizations involved in education and training must meet in order to be accredited by competent bodies to provide government-funded education and training/skills activities. This is applicable to all organizations offering NSQF-compliant qualifications.*

The educational qualifications required for being a Vocational Teacher/Trainer for a particular job role are clearly mentioned in the curriculum for the particular NSQF compliant job role. The State should ensure that teachers / trainers deployed in the schools have relevant technical competencies for the NSQF qualification being delivered. The Vocational Teachers/Trainers preferably should be certified by the concerned Sector Skill Council for the particular Qualification Pack/Job role which he will be teaching. Copies of relevant certificates and/or record of experience of the teacher/trainer in the industry should be kept as record.

To ensure the quality of the Vocational Teachers/Trainers, the State should ensure that a standardized procedure for selection of Vocational Teachers/Trainers is followed. The selection procedure should consist of the following:

- (i) Written test for the technical/domain specific knowledge related to the sector;
- (ii) Interview for assessing the knowledge, interests and aptitude of trainer through a panel of experts from the field and state representatives; and
- (iii) Practical test/mock test in classroom/workshop/laboratory. In case of appointment through VTPs, the selection may be done based on the above procedure by a committee having representatives of both the State Government and the VTP. The State should ensure that the Vocational Teachers/Trainers who are recruited should undergo induction training of 20 days for understanding the scheme, NSQF framework and Vocational Pedagogy before being deployed in the schools. The State should ensure that the existing trainers undergo in-service training of 5 days every year to make them aware of the relevant and new techniques/approaches in their sector and understand the latest trends and policy reforms in vocational education. The Head Master/Principal of the school where the scheme is being implemented should facilitate and ensure that the Vocational Teachers/Trainers:
 - a) Prepare session plans and deliver sessions which have a clear and relevant purpose and which engage the students;
 - b) Deliver education and training activities to students, based on the curriculum to achieve the learning outcomes;
 - c) Make effective use of learning aids and ICT tools during the classroom sessions;
 - d) Engage students in learning activities, which include a mix of different methodologies, such as project based work, team work, practical and simulation based learning experiences;
 - e) Work with the institution's management to organize skill demonstrations, site visits, on-job trainings, and presentations for students in cooperation with industry, enterprises and other workplaces;
 - f) Identify the weaknesses of students and assist them in upgradation of competency;
 - g) Cater to different learning styles and level of ability of students;
 - h) Assess the learning needs and abilities, when working with students with different abilities
 - i) Identify any additional support the student may need and help to make special arrangements for that support;
 - j) Provide placement assistance

Assessment and evaluation of Vocational Teachers/Trainers is very critical for making them aware of their performance and for suggesting corrective actions. The States/UTs should ensure that the performance of the Vocational Teachers/Trainers is appraised annually. Performance based appraisal in relation to certain pre-established criteria and objectives should be done periodically to ensure the quality of the Vocational Teachers/Trainers. Following parameters may be considered during the appraisal process:

1. Participation in guidance and counselling activities conducted at Institutional, District and State level;
2. Adoption of innovative teaching and training methods;
3. Improvement in result of vocational students of Class X or Class XII;
4. Continuous up gradation of knowledge and skills related to the vocational pedagogy, communication skills and vocational subject;
5. Membership of professional society at District, State, Regional, National and International level;
6. Development of teaching-learning materials in the subject area;
7. Efforts made in developing linkages with the Industry/Establishments;
8. Efforts made towards involving the local community in Vocational Education
9. Publication of papers in National and International Journals;
10. Organization of activities for promotion of vocational subjects;
11. Involvement in placement of students /student support services.

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