

**GOVERNMENT OF THE PUNJAB**

**TECHNICAL EDUCATION & VOCATIONAL  
TRAINING AUTHORITY**



**CURRICULUM FOR  
MACHINE EMBROIDERY**

**(6 – Months Course)**

Revised April 2016

**CURRICULUM SECTION  
ACADEMICS DEPARTMENT**

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## **TRAINING OBJECTIVES**

All over the world, the designing of dress has a very significant role in Garment Industry. It is a fact that all kind of dresses are designed as per need of the area, culture, persons & their demand.

Machine Embroidery plays a fundamental role for making the dress more attractive & eye catching and their designing as per market demand.

This curriculum is developed keeping in view the requirement of the market demand by more focusing on practical alongwith necessarily required theoretical knowledge along with functional English and information technology.

This curriculum covers the major topics of principles of machine embroidery, type of machine & their operations, drawing & training, color scheme, designing of dress, making of different stitches, file drawing.

## **CURRICULUM SALIENT**

Name of Course	:	Machine Embroidery
Entry level	:	Middle.
Duration of course	:	6-months.
Total training hours.	:	800 Contact hours.
Training Methodology.	:	Practical 90%
		Theory 10%

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## **SKILL PROFICIENCY DETAILS**

On successful completion of this course, the trainee should be able to: -

1. Operate the foot machine safely.
2. Operate the electric embroidery machine safely.
3. Make different types of hand stitches.
4. Make the different types of machine stitches.
5. Develop & design in embroidery as per requirement.

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## **KNOWLEDGE PROFICIENCY DETAILS**

On successful completion of this course, the trainee should be able to: -

1. Explain the parts of the paddle machine and electric embroidery machines.
2. Describe various embroidery machines.
3. Explain the embroidery stitches and their application on different dresses.
4. Describe various color schemes and their application in dress making.
5. Explain the values and demands of the dresses as per market and society.

**SCHEME OF STUDIES**  
**Machine Embroidery**  
 (6 - Months Course)

<b>S. No</b>	<b>Main Topics</b>	<b>Theory Hours</b>	<b>Practical Hours</b>	<b>Total Hours</b>
1.	Introduction & Principles of Machine Embroidery	6	4	10
2.	Types of Machines	6	10	16
3.	Drawing & Tracing	12	20	32
4.	Color Scheme & quality of threads in Machine Embroidery	24	25	49
5.	Designing of Dress according to the Occasions	10	25	35
6.	Making of different Stitches	14	204	218
7.	Make a file drawing different stitches	0	18	18
8.	Projects	2	300	302
9.	I.T Fundamentals	8	32	40
10.	Functional English	16	64	80
<b>Total</b>		<b>98</b>	<b>702</b>	<b>800</b>

**DETAIL OF COURSE CONTENTS**  
**Machine Embroidery**  
 (6-Month Course)

Sr. No	Detail of Topics	Theory Hours	Practical Hours
<b>1.</b>	<b>Introduction &amp; Principles of Machine Embroidery</b>		
	1.1. Importance and use of machine embroidery	3	2
	1.2. Principles of machine embroidery	3	2
<b>2.</b>	<b>Types of Machines</b>		
	2.1. Types of foot machines	2	2
	2.2. Part of machine & their operations		2
	2.3. Maintenance	2	4
	2.4. Defects of machine	2	2
<b>3.</b>	<b>Drawing &amp; Tracing</b>		
	3.1. Importance of drawing and tracing	2	05
	3.2. How to make a trace	4	05
	3.3. Method of tracing on different material	4	05
	3.4. Fixing of cloth in frame	2	05
<b>4.</b>	<b>Color Scheme &amp; quality of threads in Machine Embroidery</b>		
	4.1. Mixing of color in machine embroidery	8	15
	4.2. To create aesthetic sense of color texture and design	8	10
	4.3. Use of different quality of threads according to material	8	10
<b>5.</b>	<b>Designing of dress according to the occasion</b>	10	25
<b>6.</b>	<b>Making Of Different Stitches</b>	14	204
	6.1. Making of different stitches: <ul style="list-style-type: none"> <li>• Straight Stitch</li> <li>• Round Stitch</li> </ul>		

	<ul style="list-style-type: none"> <li>• Satin Stitch</li> <li>• Shade Stitch</li> <li>• Long &amp; Short Stitch</li> <li>• Pin Stitch,</li> <li>• Velvet Stitch</li> <li>• Cut Work</li> <li>• Chain Stitch</li> <li>• Applique Work</li> <li>• Tilla Work</li> <li>• Gotta Work</li> <li>• Tarkashi,</li> <li>• Bead work</li> <li>• Quilting</li> <li>• Eyelet Stitch</li> </ul>		
<b>7.</b>	<b>Make a file drawing of different stitches</b>	0	18
<b>8.</b>	<b>Projects:</b>		
	8.1. Making shirt and duppatta according to Trend by using different stitches	2	100
	8.2. Making wall hanging		50
	8.3. Making cushion, running stitch		40
	8.4. Making Pillow cover, running stitch with shade.		40
	8.5. Making Baby bed sheet by using different stitch.		60
	8.6. Make a file drawing of different stitches.		10
	<b>Total</b>	<b>74</b>	<b>606</b>

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## **LIST OF PRACTICALS**

1. Making of Different Stitches
  - 1.1 Running Stitch
  - 1.2 Skip Stitch
  - 1.3 Satin Stitch
  - 1.4 Shade Stitch
  - 1.5 Pin Stitch
  - 1.6 Long & Short Stitch
  - 1.7 Pensy Stitch
  - 1.8 Applique Stitch
  - 1.9 Cut Work (Eyelet Stitch)
  - 1.10 Tarkashi
  - 1.11 Bead Stitch
  - 1.12 Velvet Stitch
  - 1.13 Quilting Work
  
2. Make a file drawing of different stitches
  
3. Projects
  - 3.1 Making shirt and duppatta according to Trend by using different stitches
  - 3.2 Making wall hanging
  - 3.3 Making cushion, running stitch
  - 3.4 Making Pillow cover, running stitch with shade.
  - 3.5 Making Baby bed sheet by using different stitch.



**SCHEME OF STUDIES****I.T. Fundamentals**

<b>S.No</b>	<b>Main Topics</b>	<b>Theory Hours</b>	<b>Practical Hours</b>	<b>Total Hours</b>
<b>1.</b>	Introduction to Computers	2	6	8
<b>2.</b>	Typing - Microsoft Word	4	14	18
<b>3.</b>	Internet & Electronic Mail	2	12	14
<b>Total</b>		<b>8</b>	<b>32</b>	<b>40</b>

**DETAIL OF COURSE CONTENTS**  
**I.T Fundamentals**

S. No	Detail of Topics	Theory Hours	Practical Hours
1	<p><b>Introduction to Computers</b></p> <p>1.1 What is a computer- Definition, functions and general features?</p> <p>1.2 What is Hardware –</p> <p style="padding-left: 20px;">1.2.1 Computer parts and units</p> <p style="padding-left: 40px;">1.2.1.1 Input Unit - Keyboard, Mouse etc.</p> <p style="padding-left: 40px;">1.2.1.2 Central Processing Unit</p> <p style="padding-left: 40px;">1.2.1.3 Output Unit</p> <p>1.3 What is Software –</p> <p style="padding-left: 20px;">1.3.1 Electronic Parts of a Pc it is</p> <p style="padding-left: 40px;">1.3.1.1 Software and Its types</p> <p style="padding-left: 40px;">1.3.1.2 System Software, Application software and its functions</p> <p>1.4 Working with windows Operating System</p> <p style="padding-left: 20px;">1.4.1 How does windows desktops work?</p> <p style="padding-left: 20px;">1.4.2 Setting desktop, background and wall papers etc.</p> <p style="padding-left: 20px;">1.4.3 Viewing directories – List of files and folders different styles.</p> <p>1.5 What are the Icons, Shortcuts and other graphic,</p> <p style="padding-left: 20px;">1.5.1 How to see computer contents on different drives etc.</p>	2	6
2	<p><b>Typing and Word processing (MS Word)</b></p> <p>2.1 Proper way of typing correct and speedy - getting familiar with the keys</p> <p>2.2 Where to type in computer? How to save a file? How to get it back? Where to find your saved work?</p> <p>2.3 Formatting in MS Word Bold, Italic, page setup, setting shades and colors.</p>	4	14

	2.4 Working with saved work, opening and moving files.		
	2.5 How to get it printed?		
3	<b>Emailing and Internet Surfing</b>	<b>2</b>	<b>12</b>
	3.1 How to go to Internet, what is required for an internet connection etc.		
	3.2 How to use email? How to search on web? Etc		
	3.3 How to make new email account, login and logout an email account etc.?		
	3.4 Downloading and uploading attachments etc.		
<b>Total</b>		<b>8</b>	<b>32</b>

**LIST OF PRACTICALS**  
**I.T Fundamentals**

<b>S. No.</b>	<b>Name of Practical</b>
1.	Turn On/Off and setting of power supply
2.	Accessing The Desktop
3.	Using of Icons and Shortcuts
4.	Setting / customizing the desktop
5.	Viewing the contents of computer – Directory
6.	Setting the view of a folder
7.	Copying, Deleting and Moving Files in a folder
8.	Working with different Applications
9.	Opening MS Word for typing
10.	First lesson of Typing A S D F
11.	Second Lesson of typing J K L ;
12.	Third Lesson U I O P
13.	Fourth Lesson R E W Q
14.	Fifth Lesson N M , .
15.	Sixth Lesson V C X Z
16.	Seventh Lesson All letter using R index Finger
17.	Eighth Lesson All letter using L index Finger
18.	Formatting in MS Word Bold, Italic etc.
19.	Page Setting/ Page Layout
20.	Using Internet
21.	Opening Email, making new account
22.	Sending Receiving Emails
23.	Downloading and uploading attachments etc.

**SCHEME OF STUDIES**  
**Functional English**

<b>S.No</b>	<b>Main Topics</b>	<b>Theory Hours</b>	<b>Practical Hours</b>	<b>Total Hours</b>
1.	Use of past indefinite tense	2	6	8
2.	Use of 'was' 'were' ' questions and negatives	3	6	8
3.	Explaining a situations/ analysis	2	6	8
4.	Communication in writing	2	6	8
5.	Comprehension	1	6	7
6.	Application/ C.V.	1	6	7
7.	Dialogues	1	9	10
8.	Understand vocabulary	1	3	4
9.	Writing complaints/ answers to complaints	1	9	10
10.	Interviews	2	7	10
<b>Total</b>		<b>16</b>	<b>64</b>	<b>80</b>

**DETAIL OF COURSE CONTENTS**  
**Functional English**

S. No	Detail of Topics	Theory Hours	Practical Hours
1	<b>Use of past indefinite tense</b> 1.1 Describing past events	2	6
2	<b>Use of 'was' 'were' ' questions and negatives</b>	2	6
3	<b>Explaining a situations/ analysis</b> 3.1 Making a plan 3.2 Visiting factory area 3.3 Giving justifications	2	6
4	<b>Communication in writing</b> 4.1 Asking for list of stationery items 4.2 Submitting report of performance of team of technicians 4.3 Submitting joining report	2	6
5	<b>Comprehension: practice sets</b>	2	6
6	<b>Job application/C.V.</b>	1	6
7	<b>Dialogues</b>	1	9
8	<b>Understand vocabulary</b>	1	3
9	<b>Writing complaints/ answers to complaints</b>	1	9
10	<b>Interviews</b>	2	7
<b>Total</b>		<b>16</b>	<b>64</b>

**LIST OF PRACTICALS**  
**Functional English**

<b>S. No.</b>	<b>Practical</b>
1.	Group discussion
2.	Interviews
3.	Role play

## **LIST OF LABS**

### **Machine Embroidery**

- Machine Embroidery Lab

### **I.T Fundamentals**

- Computer Lab



**LIST OF MACHINERY / EQUIPMENT / TOOLS**

(For a Class of 25 Students)

<b>Name of Trade</b>	<b>Machine Embroidery</b>
<b>Duration of Course</b>	<b>6-Months</b>

<b>Sr. No.</b>	<b>Name of Tool &amp; Equipment</b>	<b>Quantity</b>
1.	Foot Machines	25 No's
2.	Puff Goda Machine	25 No's
3.	Design Books	15 No's
4.	Tracer	02 No's roll
5.	Tables (3'x2')	25 No's
6.	Chairs with out arms.	25 No's
7.	Teacher Chair	01 No
8.	Teacher Table	01 No

**COMPUTER LAB**

<b>S. No.</b>	<b>Tools / Equipment</b>	<b>Quantity</b>
1.	Desktop computer (Specifications as per notification issued by MIS Section, TEVTA)	26 (1 for each student & 1 for the teacher)
2.	Printer (Laser)	01
3.	Scanner	01
4.	Internet Connection (At least 1 MB speed)	01
5.	UPS 10 KVA	01
6.	Air Conditioner 1 ½ Ton	02
7.	Multimedia Projector	01

## **LIST OF CONSUMABLES**

### **Machine Embroidery**

<b>S. No.</b>	<b>Item</b>	<b>Quantity</b>
1.	Fabric Cotton (Light Color)	As per requirement
2.	Different Color Threads (silky reels)	As per requirement
3.	Butter Paper	As per requirement
4.	Needle Plate	As per requirement
5.	Scissors “5	As per requirement
6.	Pencil, Eraser, Seal, Sharpener etc	As per requirement

### **Functional English**

<b>S. No.</b>	<b>Item</b>	<b>Quantity</b>
1.	Stationery	As per requirement
2.	Board Markers	As per requirement

### **I.T Fundamentals**

<b>S. No.</b>	<b>Item</b>	<b>Quantity</b>
1.	Printing Paper	As per requirement
2.	Printer Toner	As per requirement

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**MINIMUM QUALIFICATION OF TEACHER / INSTRUCTOR**

- D.D.M (3-years course) from Polytechnic Institute with 2–Years in the relevant field experience.

OR

- F.A plus Dress designing & making (2- years' course) with optional subject Machine Embroidery from technical training institute and 6-years experience in the field of Machine Embroidery.

**Functional English**

- M.A. (English)

**I.T Fundamentals**

- DAE CIT/ BCS from HEC recognized university

## **REFERENCE BOOKS**

### **Machine Embroidery**

1. Magazine related to fashion and dress designing.
2. Research through internet magazines etc.

### **Functional English**

1. High School English Grammar By Wren & Martin
2. Oxford English Grammar

### **I.T Fundamentals**

1. Introduction to Computer by Peter Norton
2. 2007 Microsoft® Office System Step by Step by Joyce Cox, Steve Lambert and Curtis Frye
3. Internet and E-mail with Windows 7 by Studio Visual Steps

## **EMPLOYABILITY OF PASS OUTS**

The pass-out of this course may work in the following sectors / areas and positions:

1. Cottage industry.
2. Garment industry
3. Entrepreneurship / Shop
4. Boutiques
5. Industrial home.

### LIST OF TRADE RELATED JARGON

Words	Meaning
Techniques	طریقے
Ring frame	رنگ فریم
Sharp Scissor	تیز قینچی
Standard Thread	معیاری دھاگے
Produce good Embroidry	اچھی کڑھائی بنانا
Silk Threads	سلکی دھاگے
Binding	باندھنا
Stretch Fabric	سٹریچ فیبرک
Pedastal Machine	پیڈسٹل مشین
Thread Cons	دھاگے کی کوز
Back Stitch	بخیہ ٹانکہ
Running Stitch	بخیہ ٹانکہ
Long;s Short Stitch	چھوٹا بڑا ٹانکہ
Cushion	گشٹن
Pilow Cover	تکلیہ کور
Wall Hanging	وال ہینگنگ
Shade Stitch	شیڈ ٹانکہ
Satin Stitch	گول ٹانکہ
Skip Stitch	سیدھا گول ٹانکہ

Cut Work	کٹ ورک
Patch work	پچونڈ کا کام
Tilla Work	تیلہ کا کام
Fancy Stitch	فینسی سلائی
Pin Stitch	پین سلائی
Tarkashi	تارکشی
Runer	رنر
Trolley Cover	ٹرائلی کور
Chiffon	شیفون
Two Dimentional	دو رخی
Three Dimentional	سہ رخی
Method of Tracing	ٹریس کرنے کا طریقہ
Tracing Paper	ٹریسنگ پیپر
Exercise	مشق
Background	بیگ گراؤنڈ
Enhance	بڑھانا



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## **Curriculum Revision Committee**

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|-----------|------------------------------------------------------------------------------------------------|-----------------|
| <b>1.</b> | <b>Ms. Qureshia Sultana,</b><br>Instructor (Fashion Designing),<br>GCT (W) Lytton Road, Lahore | <b>Convener</b> |
| <b>2.</b> | <b>Ms. Abida Khalid,</b><br>Instructor DDM,<br>GCT (W) Lytton Road, Lahore                     | <b>Member</b>   |