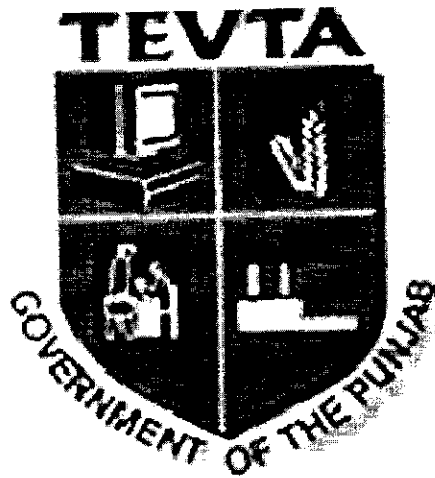


GOVERNMENT OF THE PUNJAB  
TECHNICAL EDUCATION & VOCATIONAL  
TRAINING AUTHORITY



CURRICULUM FOR  
**SHOE UPPER STITCHER**

**(6-Months Course)**  
Developed April 2016

**APPROVED**

Date: 7-4-16

Signy: 

**CURRICULUM SECTION**  
**ACADEMICS DEPARTMENT**

96-H, GULBERG-II, LAHORE  
Ph # 042-99263055-59, 99263064  
[gm.acad@tevta.gop.pk](mailto:gm.acad@tevta.gop.pk), [manager.cur@tevta.gop.pk](mailto:manager.cur@tevta.gop.pk)

## TRAINING OBJECTIVES

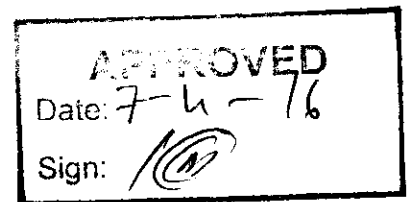
Now a days the footwear manufacturing has attained its boom in the industry as per new designed, fashion and styles because of development of technological and advancement of machinery and equipment. The new created designs are getting more popularity in the public which is creating a demand in the public.

This curriculum is designed / developed keeping in view the necessary requirements of market demand by more focusing on practical along with necessarily required theoretical knowledge in order to produce capable and skillful workforce in shoe (Ladies & Gents) upper stitching. The objective of this course is to train the student in shoes upper stitching to work in Footwear sector and self-employment.

On completion of the course the students should have learnt Professional ethics, Knowledge of Footwear sector, Natural and synthetic Materials, types of shoes, Cutting methods, Sewing techniques, Sewing Machines, Shoe and sandal upper stitching, Quality and productivity, and to acquaint themselves with latest Shoes Manufacturing techniques etc.

## CURRICULUM SALIENTS

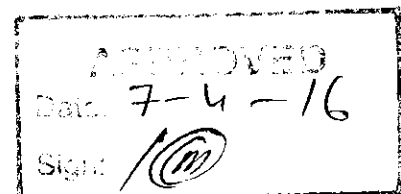
Entry Level	Literate / Primary / Middle
Duration of course	6-Months
Total Training Hours	800 Contact Hours
Training methodology	Practical 80% Theory 20%
Medium of Instructions	Urdu / English / Regional Language



**KNOWLEDGE COMPETENCY DETAILS**

On Successful completion of the course, the trainee should be able to:

1. Enhance the skill level of the Leather / synthetic Shoe (Ladies & Gents) Maker (Upper).
2. Produce skilled and semiskilled workforce to meet the market requirement domestically as well as internationally.
3. Provide employment opportunities to youth.
4. Encourage entrepreneurship in the country with the focus on increase in gross development product.
5. Improve quality in the products.
6. Achieve economy of scale in production.
7. Develop globally competitive workforce in shoe manufacturing industry.
8. Strengthen the relations between employee and employer.
9. Provide basis for further training in technical and vocational sector.
10. Materials used in footwear manufacturing
11. Knowledge about cutting the shoe upper materials
12. Knowledge about stitching machines
13. Knowledge about stitching the shoe (Ladies & Gents) and sandal uppers
14. Shoe components assembling



**SKILL PROFICIENCY DETAILS**

On Successful completion of the course, the trainee should be able to:

1. Know Safety precautions involved during press cutting, skiving, splitting and cutting knives.
2. Cut the shoe upper materials
3. Stitch the upper & lining components of footwear
4. Stitch the footwear components
5. Stitch of leather and other shoe making materials
6. Check the model Stitch of shoe
7. Stitch the different components of shoe
8. Maintain the stitching machines
9. Check the needle number and thread
10. Control the stitching machine
11. Control the thread tension
12. Stitch in quality and work handling

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**SCHEME OF STUDIES****Shoe Upper Stitcher  
(6 – Months Course)**

S.No	Main Topics	Theory Hours	Practical Hours	Total Hours
1.	Maintain Tools and Equipment	8	20	28
2.	Perform Cutting	28	172	200
3.	Maintain and Perform Stitching Equipment	8	36	44
4.	Basic Principles of Stitching	28	32	60
5.	Perform Stitching	40	232	272
6.	Health and safety Rules	8	20	28
7.	Communications with others	8	16	24
8.	Skill Up-gradation	8	16	24
9.	I.T Fundamentals	8	32	40
10.	Functional English	16	64	80
<b>Total</b>		<b>160</b>	<b>640</b>	<b>680</b>

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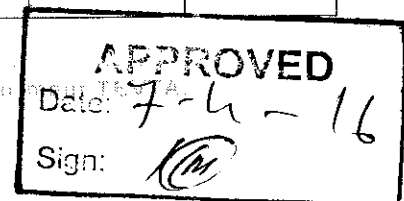
**DETAIL OF COURSE CONTENTS****(Shoe Upper Stitching)****(6 - Months Course)**

Sr. No	Detail of Topics	Theory Hours	Practical Hours
1.	<b>Maintain Tools and Equipment</b> 1.1 Maintain knife 1.2 Clean Cutting Table and tools 1.3 Maintain Cutting Board 1.4 Maintain clipper 1.5 Cleaning and oiling the machines 1.6 Maintain Stitching Tools 1.7 Time efficiency 1.8 Discipline at work place	8	20
2.	<b>Perform Cutting</b> 1.1 Operate cutting knife 1.2 Operate cutting press 1.3 Perform leather direction 1.4 Cut vamp 1.5 Cut counter 1.6 Cut side quarter 1.7 Cut collar 1.8 Cut eyelet piece/ reinforcement 1.9 Cut strap piece 1.10 Cut lining 1.11 Cut elastic 1.12 Cut upper reinforcement/backer 1.13 Cut foam 1.14 Cut underlay 1.15 Cut toe puff/ Toe cap 1.16 Cut counter stiffener 1.17 Cut insole	28	172

	1.18 Cut in-socks 1.19 Cut EVA 1.20 Check Quality 1.21 Perform Skiving and marking		
3.	<b>Maintain And Perform Stitching Equipment</b> 2.1 Maintain Post-bed machines 2.2 Maintain Flat-bed machine 2.3 Maintain Cylinder arm machine 2.4 Change Needle 2.5 Adjust Needle 2.6 Set Thread and Stitch	8	36
4.	<b>Basic Principles of Stitching</b> 3.1 Types of Machine 3.2 Parts of Machine 3.3 Types of Stitch 3.4 Types of Thread 3.5 Parts of Needle 3.6 Threading the Machine 3.7 Thread tension during stitching 3.8 Bobbin and bobbin case parts 3.9 Stitch quality and work handling	28	32
5.	<b>Perform Stitching</b> 4.1 Stitching Exercises on Cards 4.2 Fix Backer 4.3 Fit Counter with quarters 4.4 Perform counter stitching 4.5 Apply reinforcement tape 4.6 Perform Quarter lining stitching 4.7 Perform quarter Stitching 4.8 Perform collar stitching 4.9 Perform binding	40	232

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	4.10 Perform Foam padding 4.11 Fit Quarter on vamp 4.12 Perform Vamp stitching 4.13 Perform decorative stitching 4.14 Perform zigzag stitching 4.15 Perform elastic stitching 4.16 Perform eyelet tape stitching 4.17 Perform tongue stitching 4.18 Perform lock stitch 4.19 Perform sock stitching 4.20 Perform label stitching 4.21 Perform Punching and Eyeleting		
6.	<b>Health &amp; Safety Rules</b> 5.1 Personal safety 5.2 Safety for others 5.3 Safety of workplace 5.4 Safety of equipment	8	20
7.	<b>Communications with others</b> 6.1 Communicate with juniors 6.2 Communicate with seniors 6.3 Communicate with peers 6.4 Communicate with dealers	8	16
8.	<b>Upgrade Skills</b> 7.1 Learn from Seniors 7.2 Attend Trainings 7.3 Continue Practicing Skills 7.4 Watch Documentaries 7.5 Read Books	8	16
<b>Total</b>		<b>136</b>	<b>544</b>






**LIST OF PRACTICALS**

**(Shoe Upper Stitching)**

(6 - Months Course)

1. To do stitching exercise no.1 to stitch the straight line
2. To do stitching exercise no.2 to stitch the half-straight line
3. To do stitching exercise no.3 to stitch the curved and straight line
4. To do stitching exercise no.4 to stitch the curved line
5. To do stitching exercise no.5 to stitch the half-round line
6. To do stitching exercise no.6 to stitch the full round line
7. To do stitching exercise no.7 to stitch the zigzag line
8. To do stitching exercise no.8 to stitch the circle line
9. To do stitching exercise no.9 to stitch the different shapes
10. To do stitching exercise no.10 to stitch the different shapes
11. To do exercises of Lock stitch on leather and synthetic material (5 exercises)
12. To do Exercises of Chain stitch on leather and synthetic material(5 exercises)
13. To do Exercises of Close seam on leather and synthetic material(5 exercises)
14. To do Exercises of Silk seam on leather and synthetic material(5 exercises)
15. To do Exercises of Lapped seem on leather and synthetic material(5 exercises)
16. To do Exercises of Zigzag seem on leather and synthetic material(5 exercises)
17. To do Exercises of Welted seam on leather and synthetic material(5 exercises)
18. To do Exercises of Brooklyn seem on leather and synthetic material(5 exercises)
19. To keep the Maintenance of Stitching post bed Machine on different parts
20. To keep the Maintenance of Stitching flatbed Machine on different parts
21. To keep the Maintenance of Stitching slender arm Machine on different parts

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22. To keep the Maintenance of Stitching automatic Machine on different parts
23. Oiling the stitching machines
24. Threading on the stitching machines
25. Cleaning the stitching machines
26. To assemble the components for stitching To Make the exercises as per drawing.  
cutting and achieve targets
27. To cut the paper of Skin printing for hand cutting
28. To cut the Real Leather for Hand Cutting practice
29. To cut the Drawing paper for cutting exercises
30. To cut the synthetic material with cutting knife for hand Cutting Exercises  
(05 different exercises)
31. To cut the leather material with cutting knife for Cutting Exercises
32. To cut the parachute cloth material with cutting knife for Cutting Exercises
33. To cut the Rubber material with cutting knife for Cutting Exercises
34. To operate the cutting machine manually for Exercises in Press Cutting
35. To operate the cutting machine manually for Clicking Press Cutting
36. To skive the leather material on Skiving machine
37. To split the leather material on Splitting machine

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

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

Approved by: \_\_\_\_\_ Secretary, Academic Department

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## 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 –            1.2.1 Computer parts and units                1.2.1.1 Input Unit - Keyboard, Mouse etc.                1.2.1.2 Central Processing Unit                1.2.1.3 Output Unit</p> <p>1.3 What is Software –            1.3.1 Electronic Parts of a Pc it is                1.3.1.1 Software and Its types                1.3.1.2 System Software, Application software and its functions</p> <p>1.4 Working with windows Operating System            1.4.1 How does windows desktops work?            1.4.2 Setting desktop, background and wall papers etc.            1.4.3 Viewing directories – List of files and folders different styles.</p> <p>1.5 What are the Icons, Shortcuts and other graphic,            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> <p>2.4 Working with saved work, opening and moving files.</p> <p>2.5 How to get it printed?</p>	4	14
3	<p><b>Emailing and Internet Surfing</b></p> <p>3.1 How to go to Internet, what is required for an internet connection etc.</p> <p>3.2 How to use email? How to search on web? Etc</p>	2	12

Shoe Upper Stitcher (6 – Months Course)


	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>

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

S. No.	Name of Practical
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.

Department of Education, Government of Karnataka, Academic Department, FEVTA

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**SCHEME OF STUDIES**  
Functional English

S.No	Main Topics	Theory Hours	Practical Hours	Total Hours
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>

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**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>

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

S. No.	Practical
1.	Group discussion
2.	Interviews
3.	Role play

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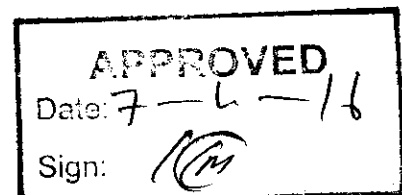
**LIST OF LABS**

**Shoe Upper Stitcher**

1. Having one machine lab with 22 stitching and 3 other relevant machines for 25 students
2. Having One class room with 25 Cutting tables
3. Having one workshop having relevant tools and equipment

**I.T Fundamentals**

- Computer Lab




**LIST OF TOOLS / EQUIPMENT**

(For a Class of 25 Students)

<b>Name of Trade</b>	<b>Shoe Upper Stitcher</b>
<b>Duration of Course</b>	<b>06 – Months</b>

<b>S. No</b>	<b>Name of Tool / Equipment</b>	<b>Quantity</b>
1	Single Needle Flat-Bed Machine	20
2	Single Needle Post-Bed Machine	5
3	Double Needle Flat-Bed Machine	2
4	Double Needle post-Bed Machine	2
5	Skiving Machine	1
6	Punch Eyeleting	1
7	Binding Machine	1
8	Cutting Press (Swing Beam)	1
9	Cutting Sheets	25
10	Cutting Knives + Blades	25
11	Clutch pencil	25
12	Splitting Machine	1
13	Zigzag stitching Machine	1
14	Hand Cutting Table	25
15	Working Table	10
16	Stools	25
17	Punch (All Sizes)	5 set
18	Cutting Dyes Set Oxford Shoe (39-44)	1set
19	Cutting Dyes Set Sandal (39-44)	1 set
20	Scissors	25
21	Large Hammer	10
22	Small Hammer	15
23	Scale Steel Ruler 2-Foot	15
24	Steel Ruler 1-Foot	25


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25	Needle 18/21 nos for leather	200
26	Needle 18/21 nos for synthetic	200
27	Screw Driver 50/250	12


### COMPUTER LAB

S. No.	Tools / Equipment	Quantity
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

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**LIST OF CONSUMABLE MATERIALS****(Shoe Upper Stitching)****(6 – Months Course)**

S.No	Item	Quantity
1	Stitching Cards for Exercises (GMC) 1 to 10 (A4 size)	5000
2	Cutting Exercises (Printed skin and side)	1500
3	Pattern Sheets (200 x 300)	500
4	Box board (A4 size)	1500
5	Tin Sheet	100 meter
6	Reinforcement Tape (8mm)	200 meter
7	Buckles	500pcs
8	Katcha solution	50 kg
9	Rexene (Black and Brown) with 2mm EVA sheet	300 meter
10	Cloth	500 meter
11	Split	375 sqft
12	Leather	400 sqft
13	Thread (50/3, 50/6, 50/12) Black, Brown, Beige	50 cone
14	Thread Cotton	10 cone
15	Yellow Paste	60 kg
16	Spring Cutter	25
17	Thermoplastic Sheet	20 meter
18	Latex	20 kg
19	Eyelets (4nos)	2 pkt
20	Machine oil	35 litre


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**Functional English**

S. No.	Item	Quantity
1.	Stationary	As per requirement
2.	Board Markers	As per requirement

**I.T Fundamentals**

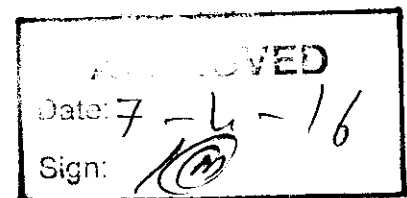
S. No.	Item	Quantity
1.	Printing Paper	As per requirement
2.	Printer Toner	As per requirement

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**EMPLOYABILITY OF PASS OUTS**

The pass outs of this course may find job / employment opportunities in the following areas / sectors:-

1. Shoe Manufacturing Industries
2. Leather Goods Manufacturing Industries
3. Institutes
4. Own business



**MINIMUM QUALIFICATION OF INSTRUCTOR**

**Shoe Upper Stitcher**

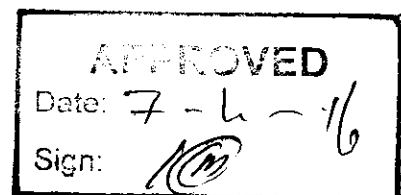
- Intermediate
- One Year Certificate Course of Shoe Designing & Modeling or higher
- Basic Computer & Ethics Knowledge
- 1 years relevant experience

**Functional English**

- MA. (English)

**I.T Fundamentals**

- DAE CIT/ BCS from HEC recognized university





**REFERENCE BOOKS****Shoe Upper Stitching**

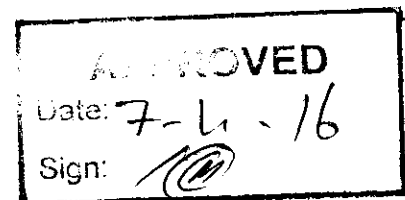
S. No	Book	Publisher
1	Manual of Shoe Making by R.G. Miller	The Training department Clark Ltd. America
2	The Art of Boot & Shoemaking by John Bedford Leno	The Technical Press London
3	Footwear Manufacture by J.H. Thornton M.A, F.B.S.I	A Heywood Book, London
4	Training Programme For Sewing Machining by P.V.D Velden	Tno Leather & Shoe Research Institute
5	Principles of Upper Leather Cutting & Stitching by Muazzam Mahmood Mansoor	TEVTA Punjab, Pakistan

**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



## LIST OF TRADE RELATED JARGON

- **Shoes:**  
A **shoe** is an item of footwear intended to protect and comfort the human foot while doing various activities. Shoes are also used as an item of decoration.
- **Leather:**  
A material made from the skin of an animal by tanning or a similar process.
- **Upper:**  
the part of a shoe on the top of the foot
- **Lining:**  
In sewing and tailoring, a **lining** is an inner layer of fabric, fur, or other material inserted into Shoes, clothing, hats, luggage, curtains, handbags and similar items.
- **Toe:**  
A type of toe characterized by a large overlay that covers the front of the toe and has visible edges or stitching.
- **Vamp:**  
The front center part of a shoe's upper
- **Quarter:**  
The sides of the shoe from the heel to the toe
- **Tongue:**  
Strip of leather or other material sewn into the vamp of the shoe extending to the main opening.
- **Back Counter:**  
A stiff piece of material placed at the heel of a shoe between the lining and upper in order to retain the shape of the shoe.
- **Toe Puff:**  
The stiffener that lines and maintains the shape of the toe box
- **Stiffner:**  
To produce hardness in shoe
- **Jersey Fabric:**  
Jersey fabric is a type of knit textile made from cotton or a cotton and synthetic blend.

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- **Thread:**  
It is used in stitching to attached two materials (leather, fabric or cloths, etc.) together
- **Raw Edge**  
An unfinished, rough or undecorated edge (as at the top of a piece of hollowware or at the margin of a piece)
- **Close seam**  
Stitching together the cut components of the outside and lining of a shoe upper.  
or  
A vertically stitched seam running down the center-back of shoes.
- **Folding Allowance**  
The allowance used to add margin in folding of shoe upper
- **Lasting Allowance**  
When the patterns are cut, an additional margin of material is added to the feather edge fro stitching. This is what is called the lasting allowance.
- **Eyelet**  
Hole for lacing, which can be embellished as a fashion feature.  
Or  
A small (usually round) hole through which aglets are threaded. They are often reinforced with a metal, plastic or rubber grommets.
- **Laces**  
A cord that is strung through eyelets or around hooks of a shoe in order to draw the shoe closed.
- **Elastic Gore**  
An elastic fabric panel inserted into shoes to provide stretch.

### Cutting

- **Hand Cutting**  
Cutting Leather and synthetic material with hand
- **Cutting Knives**  
It is used in cutting as cutting die
- **Clicking Press**  
Used to cut the materials in defined shape with the help of die
- **Hydraulic Press cutting**  
To cut the multiple fabric in layers

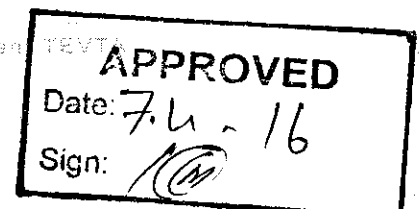


**Stitching**

- **Stitch**  
One complete movement of a threaded needle through a fabric or material such as to leave behind it a single loop or portion of thread, as in sewing
- **Chain Stitch**  
Sewing and embroidery technique in which a series of looped stitches form a chain-like pattern.
- **Lock Stitch**  
A stitch made by a sewing machine by firmly linking together two threads or stitches.

**Stitching Machines**

- Flatbed Stitching Machine
- Post bed Stitching Machine
- Cylinder Arm /Binding Stitching Machine
- Stroble Stitching Machine



**Curriculum Revision Committee**

**Syed Muhammad Athar Raza Zaidi,**  
Project Manager,  
GILT, Gujranwala

**Convener**

**Mr. Shahid Anwar,**  
Instructor,  
GILT, Gujranwala

**Member**

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Date: 7-6-16  
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