



Holy Cross College (Autonomous) Nagercoil – 629 004

Affiliated to Manonmaniam Sundaranar University, Tirunelveli
Nationally Accredited with A+ Grade (CGPA 3.35) by NAAC IV Cycle
An ISO 9001:2015 Certified Institution

SSR
2019-2020
to
2023-2024

CERTIFICATE COURSES - SYLLABUS

AARI WORK

Holy Cross College (Autonomous), Nagercoil-4

Holy Cross Academy

Skill Development Programme

Aari Work

Unit I Fundamental Stitches:

Chain stitch, Double chain stitch, Inner stitch, Reverse chain stitch, Back chain stitch, Zig Zag stitch, Double Zig Zag, Button hole stitch, Double button hole, Circular button hole, Chain with zig, Herring bone stitch, Stem stitch.

Unit II Advance Stitches:

Fly stitch, Feather Stitch, Beads running stitch, Different types of beads running stitch, Aari box stitch, Double box and cross box stitch, Fern stitch, Arrow stitch of its types,

Types of chotti stitch, Waved buttonhole stitch, Pattern stitch, Honey comb stitch.

Unit III Filling Stitches:

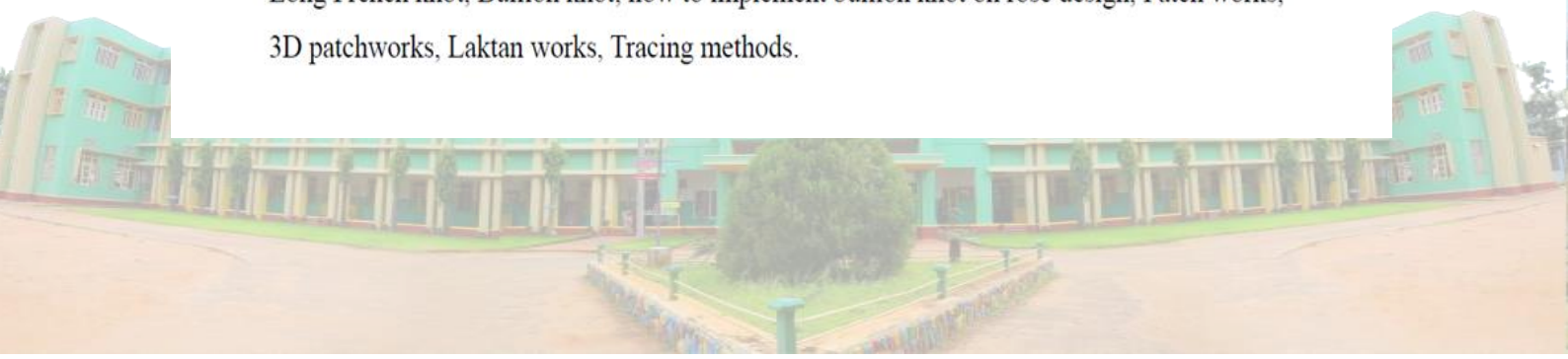
Button hole leaf filling, Button hole flower filling, Lock methods, fishbone fillings, Embossed leaf filling and flower filling.

Unit IV Zarthosi Works of Loading Stitches:

Zarthosi continuous stitch, Zarthosi leaf filling of flower filling, Embossed zarthosi works, Zarthosi loops stitch, Zarthosi loading stitches, Zarthosi French knot, long French knot, Ring knot, Padded Ioding stitches.

Unit V Advance Works:

Cut works in different shapes, Honeycomb cut work, Mirror cook, French knot, Ring knot, Long French knot, Bullion knot, how to implement bullion knot on rose design, Patch works, 3D patchworks, Laktan works, Tracing methods.



BASIC BEAUTY AND HAIR DRESSING

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Skill Development Programme

Basic Beauty and Hair Dressing- I

Unit – I: Personal Grooming and Hygiene:

Basics of Good grooming- Care of yourself- Care of your skin, hair and nails- Personal and public Hygiene- Wardrobe planning- Jewelry- Self grooming tips.

Unit-II: Skin care:

Basic science of skin- Skin types- Skin elasticity- Skin color- Common skin problems and steps to rectify them - Skin maintenance – Food intake for glowing skin.

Unit-III: Facial & Bleach:

Process and steps to do facial (Both Herbal and chemical) with massage strokes and its uses -
Process and steps to do bleach (Both Herbal and chemical)- Home remedies.

Unit-IV: Hair care:

Basic science of hair, scalp and hair growth- Hair types- Hair structure- Hair problems and their remedies- Hair growth tips- Hair growth oil preparation process- Dandruff control methods- How to choose shampoos- Hair conditioning tips.

Unit-V: Makeup and hairstyle:

Basic makeup – Self makeup – party makeup – Different hair styles .



BRIGHT FACE AND BEAUTY HAIR STYLE

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Skill Development Programme

Bright Face and Beauty Hairstyle

Unit I: Threading

- Eyebrow threading
- Practical and Notes Eyebrow threading · Demo
- Cream bleach – Demo
- Cream bleach · Practical and Notes

Unit II: Facial

- Normal Fadal · Demo – m I Fadal · Practical and Notes
- Hair Style. (Front) French, Zig zac, PiMel French, Puff Fron
- Rose Style, Rose PiMel

Unit III: Hair and Body Maintenance

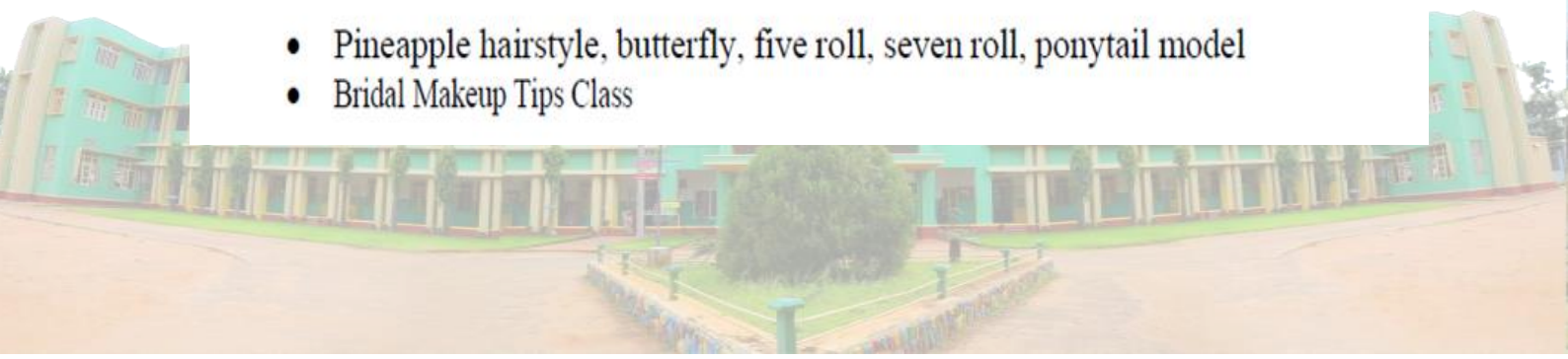
- Head massage Demo
- Head massage Practical and Notes
- Preparation of hair oil, preparation of herbal bleach for face Hand massage · Demo and Practical
- Les massage Demo and Practical

Unit IV: Brightening Face Preparation of skin lightening Powder Notes

- Gold Facial · Demo and Practical
- Types of skin
- Skin Maintenance

Unit V: Hairstyle and Makeup

- Pineapple hairstyle, butterfly, five roll, seven roll, ponytail model
- Bridal Makeup Tips Class



CATERING

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Skill Development Programme

Catering

Unit: I Basic of catering and Baking

An Introduction to Catering – Entrepreneurship – Investments and sales Techniques – Profit oriented tips and techniques.

Unit: II

Carrot Halwa – Bread Omelette making – Tips and training – Training for cooking – group work – Theory and practical knowledge.

Unit: III

Potato Balls – veg outlet – coconut milk paniyaram – cooking training – group discussion.

Unit: IV

Different sauces – Tomato sauces – chili sauces – soya sauces – Masala pastes – creamy cheese pasta making – Training for cooking

Unit: V

Presentation – Sport Topics – Evaluation Test (written)



Unit 1: Introduction to Doll Making

Overview of doll making -Introduction to different types of dolls-Basic tools and materials needed for doll making-Safety precautions and best practices in doll making

Unit 2: Design and Planning

Understanding proportions and anatomy in doll design-Sketching and planning of doll's features and characteristics-Selecting appropriate fabrics, colors, and embellishments for doll-Introduction to pattern- making for doll body parts

Unit 3: Construction Techniques

Basic sewing techniques for assembling doll body parts-Introduction to stuffing and shaping techniques-Creating facial features and expressions (e.g., embroidery, painting)-Joining limbs and attaching features securely

Unit 4: Detailing and Finishing Touches

Embellishing doll with decorative stitches, beads, and other accents-Creating unique clothing and accessories for the doll- Finishing techniques for a polished look

Unit 5: Display and Presentation

Tips for displaying and preserving the finished dolls-Photographing the dolls for portfolio or sales purposes- Innovative and Entrepreneurial ideas for Doll making



HAND EMBROIDERY

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Skill Development Programme

Hand Embroidery

Unit I: Basic Embroidery Stitches

Introduction to essential embroidery materials and tools - Demonstration and practice of fundamental stitches: running stitch, backstitch, satin stitch, and stem stitch

Unit II: Decorative Stitch Techniques

Practice of decorative stitches such as French knot, chain stitch, feather stitch, and blanket stitch

Unit III: Embroidery on Different Fabrics

Understanding the characteristics of various fabrics for embroidery - cotton, linen, and felt

Unit IV: Pattern Transfer and Design

tracing, transfer pens, and iron-on transfers - creating simple embroidery patterns

Unit V: Project Completion and Finishing

Finishing techniques for completed projects, including framing, mounting on hoops, or incorporating into other crafts



SPOKEN HINDI

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Skill Development Programme

Spoken Hindi

Unit I

- One Letter words(verb & noun) in Hindi ,
- Pronoun: Tu, Tum, Aap, Mujhe,
- Framing sentences using tu, tum, aap, mujhe
- Name of Colours
- Nouns by classes – Masculine nouns/ Feminine nouns
- Vocabulary

Unit II

- Name of Animals
- Name of Flowers
- Name of Vegetables
- Name of fruits
- Parts of the Body
- Adjectives
- List of verbs
- Numbers
- Vocublary

Unit III

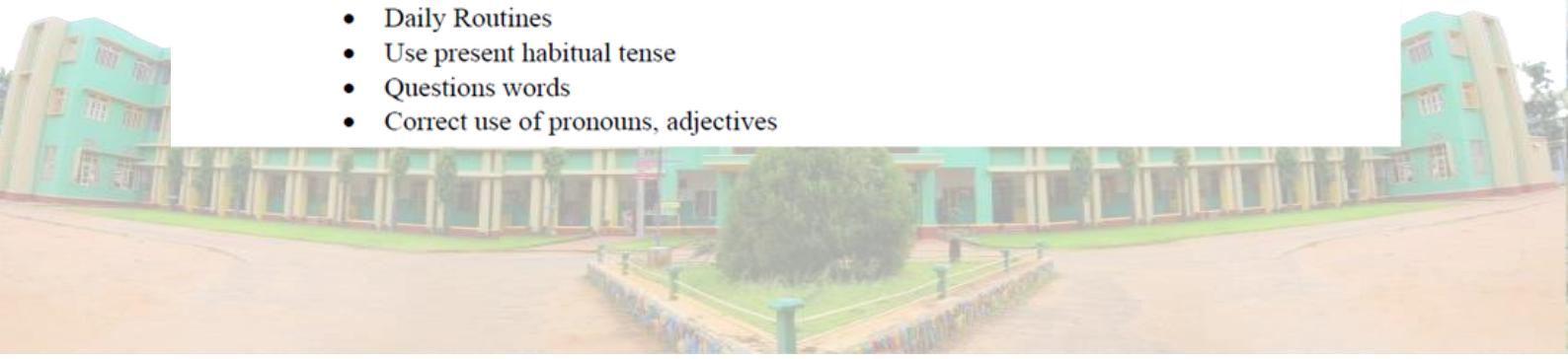
- Days of the Week
- Name of Months
- seasons
- Yes/no questions,
- Greetings
- Questions with kyaa and kahaaN
- Vocabulary

Unit IV

- Descriptive words
- Self- Introduction
- Translating simple sentences from English and Tamil to Hindi
- Use interrogative pronouns (kaun, kiskaa, kiskii, kiske, kahaaN se)
- Ask and answer questions about price, quality and quantity
- Identify and list ingredients used in cooking
- Use present habitual tense
- Use connectors (is liye, kyonki, fir, etc.)

Unit V

- Members in a Family
- Daily Routines
- Use present habitual tense
- Questions words
- Correct use of pronouns, adjectives



JEWEL MAKING

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Jewel Making

Unit – I: Basics for Jewel Making

– An Introduction to Jewel making – Entrepreneurship – Pros and Cons of Jewel making – Investments – Material learning – Profit oriented Tips and Techniques.

Unit – II: Bangle making

Customers demand – Different styles of Bangles – Color Combinations -Thread Bangles – Interlock Bangles – Double Color Bangles - Light weight Bangles – Heavy Kundan Bangles

Unit – III: Earring Making

Different Shapes and Styles of Earrings – Color Combos - Thread Jhumkas - Stone Jhumkas - Double Color Jhumkas - Paper Earring techniques - Other base style earrings

Unit – IV: Chain making

Tips and techniques for chain making - Basics for Chain making – beaded chain - Jewelries from recycled materials

Unit – V: Execution Skills

Jewelry making – on spot challenge with limited timing - Creativity - Display and presentation - Evaluation



PAINTING

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Skill Development Programme

Painting

Unit I: Introduction to painting

Different painting mediums - basic painting materials and tools - color theory and the color wheel - painting techniques - blending, layering, and brushwork

Unit II: Still Life Painting

Still life composition and arrangement - light and shadow in still life painting - Color mixing exercises specific to still life subjects

Unit III: Landscape Painting

Composition and perspective in landscape painting - Techniques for depicting skies, trees, water, and other natural elements - plein air painting - different painting styles to capture the mood and atmosphere of landscapes



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Skill Development Programme

Tailoring

Unit I Basic of Stitching:

Machine pedal, Emming, Kaja button, and Straight Stitching.

Unit II Pillow Cover and Petticoat:

Pillow cover and Petticoat Cloth cutting and Stitching and Theory classes

Unit III Chudithar:

Top and pant Paper cutting and Cloth cutting and Stitching.

Unit IV Blouse:

Blouse Paper cutting and Cloth cutting.

Unit V Blouse:

Stitching and Theory classes.



TALLY

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Skill Development Programme

Tally

Unit I: Introduction to Tally

Overview of Tally software: its purpose, features, and benefits - Installation and setup of Tally software on a computer system - Understanding the user interface and navigation within Tally - Introduction to basic accounting principles and terminology

Unit II: Creating Company and Ledger Accounts

Creating a new company in Tally and configuring company settings - Adding ledger accounts for various transactions (e.g., cash, bank, sales, purchases)

Unit III: Recording Transactions

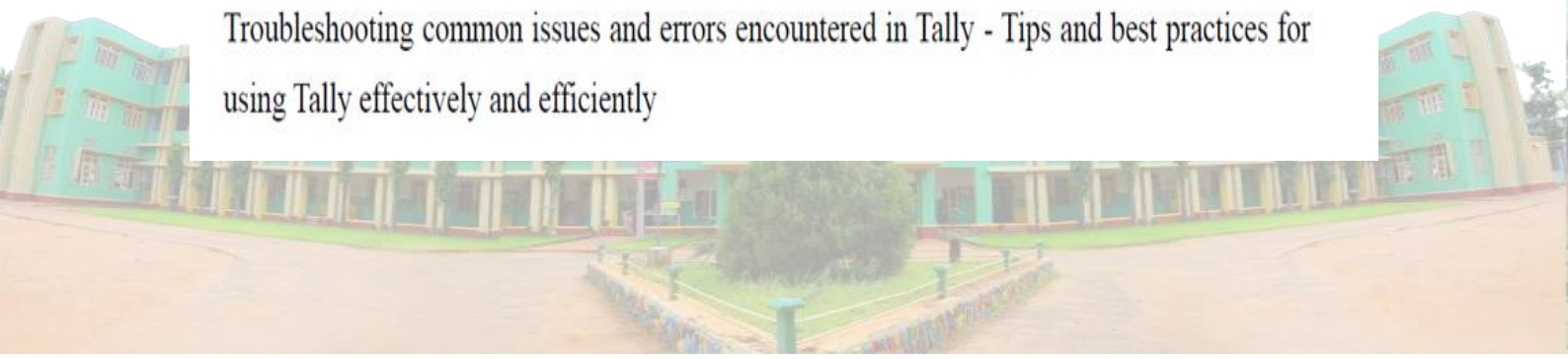
Entering and recording different types of transactions in Tally: sales, purchases, payments, receipts, etc. - Learning shortcut keys and efficient data entry techniques in Tally

Unit IV: Generating Reports

Overview of different types of reports available in Tally: balance sheet, profit and loss statement, trial balance, etc.

Unit V: Troubleshooting

Troubleshooting common issues and errors encountered in Tally - Tips and best practices for using Tally effectively and efficiently



WEB DESIGNING

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Skill Development Programme

Web Designing

Unit I Introduction:

- Web design overview, career paths, tools & setup.
- HTML Basics, Structure, elements, attributes, creating web pages.

Unit II CSS Fundamentals

- Styling, layouts, colors, fonts, responsiveness.

Unit III Advanced HTML/CSS

- Forms, interactivity, media, accessibility.

Unit IV Project 1

- Apply skills to build a simple static website.
- Resources & Next Steps (2 hrs): Tools, communities, continuing education.

Unit V Project 2

- Build a more complex website with forms and interactivity.
- Assessment



WESTERN MUSIC

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Skill Development Programme

Music

Unit I: Introduction to Harmonium and Basic Techniques

Introduction to the harmonium: history, construction, and types - Familiarization with the layout of the harmonium keyboard and understanding octaves - Learning basic hand positions and fingering techniques for playing simple melodies - Practice exercises focusing on hand-eye coordination and developing a sense of rhythm

Unit II: Scales, Chords, and Basic Music Theory

Understanding musical scales and their significance in harmonium playing - Introduction to major and minor scales, and practicing scales in different keys - Learning basic chord structures and chord progressions commonly used in Indian classical music - Exploring basic music theory concepts such as rhythm, tempo, and dynamics

Unit III: Introduction to Raagas and Melodic Patterns

Introduction to Indian classical music raagas and their characteristics - Learning melodic patterns (alankars) within specific raagas to develop finger dexterity and control - Practice sessions focusing on playing alankars in various raagas to internalize their unique musical flavors - Listening exercises to identify and appreciate different raagas

