

# FACULTY OF SCIENCES

## SYLLABUS

FOR

### ADVANCED DIPLOMA COURSE IN DRESS DESIGNING & TAILORING (SEMESTER I-II)

Examinations: 2019 - 20



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**GURU NANAK DEV UNIVERSITY**  
**AMRITSAR**

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**Advanced Diploma Course in Dress Designing and Tailoring (Semester System)****Course structure:**

- (i) Basic Course: (6-month)**
- (ii) Diploma: (6-month+ 6-month = 1 year)**
- (iii) Advanced Diploma: (6-month+6-month+1 year = 2-year)**

The Advance Diploma comprises Sl. No. (i) and (ii) as above and Sl. No.(iii).

The students of Advanced Diploma have to clear all the three examinations viz.

- i) after six months from the enrolment session
- ii) after one year from the enrolment session and
- iii) after two years from the enrolment session

**Advanced Diploma Course in Dress Designing and Tailoring (Semester System)**

**Course Scheme**

Subject Code	Skill Component / General Education	Subject Name	Hours per week			Credits	Total Marks	
							Th	Pr
<b>Semester-I (Total marks: 500)</b>			<b>L</b>	<b>T</b>	<b>P</b>			
<b>Paper – I</b>	General Education	<b>Communication Skills-I</b>	2	0	3	6	40	60
<b>Paper – II</b>	General Education	<b>Computer Fundamentals-I</b>	2	0	3	6	40	60
<b>Paper – III</b>	Skill Component	<b>Pattern Making and Garment Construction –I</b>	2	0	3	6	40	60
<b>Paper – IV</b>	Skill Component	<b>Fashion &amp; textile Designing – I</b>	2	0	3	6	40	60
<b>Paper – V</b>	Skill Component	<b>Theory of Apparel &amp; Textile Design-I</b>	2	0	3	6	40	60
			<b>25</b>			<b>30</b>		
<b>Semester-II (Total marks: 500)</b>								
<b>Paper – VI</b>	General Education	<b>Communication Skills-II</b>	2	0	3	6	40	60
<b>Paper–VII</b>	General Education	<b>Computer Fundamentals-II</b>	2	0	3	6	40	60
<b>Paper–VIII</b>	Skill Component	<b>Pattern Making and Garment Construction –II</b>	2	0	3	6	40	60
<b>Paper–IX</b>	Skill Component	<b>Fashion &amp; textile Designing – II</b>	2	0	3	6	40	60
<b>Paper–X</b>	Skill Component	<b>Theory of Apparel &amp; Textile Design-II</b>	2	0	3	6	40	60
			<b>25</b>			<b>30</b>		

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)**

**PAPER – I: COMMUNICATION SKILLS-I  
(THEORY)**

**Time: 3 Hrs.**

**Max. Marks: 100  
Theory Marks: 40  
Practical Marks: 60**

**Instructions for the Paper Setters:**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**Note :**

**SECTION-A**

**Writing Skills**

Formatting personal and business letters:

1. Standard informal personal letters such as letters to parents, friends, social pillars.
2. Standard formal letters to Govt. Officers, superiors, utility purposes, News Paper Editors etc.
3. Standard Business Letters: Introducing and Promoting business activities, Placing an order, Cancelling an order, Reporting defects in receipt of ordered goods, Reporting delay in receipt of ordered goods, Responding to delay in supply of goods and services, Maintaining good customer relationships, Making customers give feedback to your services, Creating catalogue of your goods and services, Acknowledging services rendered by others,

**SECTION-B**

1. Resume Writing.
2. Writing of memos, notices and customer-friendly information.
3. Basic punctuation.
4. Blog writing

**SECTION-C**

**Speaking Skills**

1. Using courtesy words and expressions
2. Storing standard day to day usages sentences, words and expressions in mind.
3. Creating similar new sentences
4. Using declarative, imperatives, interrogative and exclamatory sentences.

**SECTION-D**

1. Speaking catchy phrases , proverbs and expressions
2. Differentiating confusing words
3. Making PowerPoint presentation
4. Making short speech
5. Group Discussion/ Conversation

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)****Suggested Readings/ Books**

1. KK Ramchandran, et al Business Communication, Macmillan, New Delhi
2. Swati Samantaray, Business Communication and Communicative English, Sultan Chand, New Delhi.
3. S.P. Dhanavel English and Communication Skills for Students of Science and Engineering (with audio CD)
4. Computer Mediated Communication 1st Edition by Crispin Thurlow (Lara Martin Lengel , Alice Tomic.
5. Collins, Patrick. Speak with Power and Confidence. New York: Sterling, 2009.
6. Fitikides, T. J. Common Mistakes in English. London: Orient Longman.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)**

**COMMUNICATION SKILLS-I  
(PRACTICAL)**

**Marks: 60**

**Instructions for Practical Exam:** Entire syllabus will be covered for practical.

1. Speaking Skills
2. Using courtesy words and expressions
3. Storing standard day to day usages sentences, words and expressions in mind.
4. Speaking catchy phrases , proverbs and expressions
5. Making PowerPoint presentation
6. Making short speech
7. Group Discussion/ Conversation

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)**

**PAPER – II: COMPUTER FUNDAMENTALS-I  
(THEORY)**

**Time: 3 Hrs.**

**Max. Marks: 100  
Theory Marks: 40  
Practical Marks: 60**

**Instructions for the Paper Setters:**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

**Interacting with the computer:**

**Computer Components/ Input/ Output Devices:** Input devices; keyboard, mouse, scanner, output devices; VDU and printer (impact and non-impact printers), plotter etc. Primary and secondary storage (auxiliary storage), secondary storage; magnetic disks – tracks and sectors, optical disk (CD, CD-RW and DVD memory).

**Computer Software concept:** System software, application software, operating systems, and advantages of software and application packages. Introduction to operating systems such as ms-dos and windows, difference between dos and windows

**Operating system-MS-Windows**

Operating system-Definition & functions, basics of Windows, Basic components of windows, icons, types of icons, taskbar, activating windows, using desktop, title bar, running applications, exploring computer, managing files and folders, copying and moving files and folders, Control panel – display properties, adding and removing software and hardware, setting date and time, screensaver and appearance, Using windows accessories.

**SECTION-B**

**Word Processor using Microsoft Office**

Introduction to Word, Introduction to Parts of Word Window (Title Bar, Menu Bar, Tool Bar, The Ruler, Status Area), Page Setup, Creating New Documents, Saving Documents, Opening an Existing documents, insert a second document into an open document, Editing and formatting in document, Headers and Footers, Spell Checking, Printing document, Creating a Table Using the Table Menu and table formatting, Borders and Shading, Templates and Wizards, Mail Merge, importing, exporting and inserting files, formatting pages, paragraphs and sections, indents and outdents, creating lists and numbering, Headings, styles, fonts and font size Editing, positioning and viewing texts, Finding and replacing text, inserting page breaks, page numbers, book marks, symbols and dates.

**SECTION-C**

**Presentation Software using Microsoft Office**

Introduction to MS Power point, Power point elements, Templates, Wizards, Views, Exploring Power Point Menu, Working with Dialog Boxes, Adding Text, Adding Title, Moving Text Area, Resizing Text Boxes, Adding Art, Starting a New Slide, Starting Slide Show, Saving presentation; Printing Slides, Views (View slide sorter view, notes view, outlines view) Formatting and enhancing text formatting, Creating Graphs (Displaying slide show and adding multi – media)

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)****SECTION-D****Spreadsheet using Microsoft Office**

Elements of Electronics Spread Sheet and Ms-Excel: Application/usage of Electronic Spread Sheet, Opening of Spread Sheet, and menu bar, Creation of cells and addressing of cells, Cell inputting.

Manipulation of cells: Enter texts numbers and dates, Creation of tables, Cell Height and Widths, Copying of cells.

Functions: Using functions: mathematical, statistical and financial function.

Spread sheets for Small accountings: Maintaining invoices/budgets, Totaling of various transactions, maintaining daily and monthly sales reports.

Charts: drawing different types of charts.

**Reference Books:**

1. Andrew S. Tanenbaum, David J. Wetherall Computer Networks (5th Edition),PHI.
2. P. K.Sinha, P. Sinha, Fundamentals of Computers, BPB Publishers.
3. A. Goel, Computer Fundamentals, Pearson Education.
4. Will Train, Gini Corter, Annette Marquis "Microsoft Office" BPB



**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)**

**COMPUTER FUNDAMENTALS-I  
(PRACTICAL)**

**Marks: 60**

**Instructions for Practical Exam:** Entire theory paper will be covered for practical.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)**

**PAPER - III: PATTERN MAKING & GARMENT CONSTRUCTION –I  
(THEORY)**

**Time: 3 Hrs.**

**Max. Marks: 100  
Theory Marks: 40  
Practical Marks: 60**

**Instructions for the Paper Setters:**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

1. Practice of drafting on muslin cloth and pattern drafting of basic blocks (Upper body & Lower body) for men& ladies, etc.
2. Drafting, Pattern making of following garments: 4-cut, 6-cut petticoat, Blouse, Baby frock, Salwar-Kameez, Pajama, Punjabi, T-shirt, Under pant, Half Pant, etc.

**SECTION-B**

3. Introduction to sewing machines, safety regulations, etc.
4. Use of single needle lock stitch m/c, over locking m/c, etc.
5. Practice of making seams, various stitches, edge neatening, different types of buttonholes, pin tucks, corded tucks, knife & box pleats, etc.

**SECTION-C**

6. Practice of making collars, cuffs, gathers, smocking, different types of pockets, zip application, Elastic application, etc.
7. Preventive & Breakdown Maintenance of Sewing machines & needles, etc.

**SECTION-D**

8. Marker planning, Cutting & bundling of different parts of various garments, etc.
9. Stitching of following garments: 4-cut, 6-cut petticoat, Blouse, Baby frock, Salwar-Kameez, Pajama, Punjabi, T-shirt, Under pant, Half pant, etc.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)**

**PATTERN MAKING & GARMENT CONSTRUCTION –I  
(PRACTICAL)**

**Marks: 60**

**Instructions for Practical Exam:** Entire theory paper will be covered for practical.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)****PAPER IV: FASHION & TEXTILE DESIGNING – I  
(THEORY)****Time: 3 Hrs.****Max. Marks: 100  
Theory Marks: 40  
Practical Marks: 60****Instructions for the Paper Setters:**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

1. Textile & Fashion Designing: - Fabric Painting, Surface ornamentation of garments.

**SECTION-B**

2. Making of fancy dolls by cloth, Fashion illustration, etc.

**SECTION-C**

3. Practical knowledge of different stitches: Embroidery, Backstitch Chain stitch.

**SECTION-D**

4. Buttonholestitch, run, satin appliqué, cross-stitch, etc.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)**

**FASHION & TEXTILE DESIGNING – I  
(PRACTICAL)**

**Marks: 60**

**Instructions for Practical Exam:** Entire theory paper will be covered for practical.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)****PAPER V: THEORY OF APPAREL & TEXTILE DESIGN-I  
(THEORY)****Time: 3 Hrs.****Max. Marks: 100  
Theory Marks: 40  
Practical Marks: 60****Instructions for the Paper Setters:**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

1. Introduction to the trade, its utility and scope and prospectus of advancement, Introduction to common tools & equipment, Entrepreneurship Development, etc.
2. Sewing Machines, different types, Use & care of machines, machine parts & their functions, special attachments, Common machine faults & their remedies, etc.

**SECTION-B**

3. Fibres and fabrics: Classification of fibres, characteristics of fibres & identification of fibres, Different fabrics used for dress making including lining, interfacing & stiffening, Nature of different fabrics, selection of fabrics according to age, climate, occupation, occasion, figure and fashion, etc.

**SECTION-C**

4. Human figures, types, Measuring techniques, importance of taking measurements. Paper patterns-purpose of making paper pattern, Principle and techniques of making of paper patterns and their uses in dress designing, etc.
5. Basic stitching & seams; Definition of stitching, seams, Basic stitching, Plain & seams, application of decorative stitches, Pleats, darts, tucks, smocking, etc.

**SECTION-D**

6. Textile & Fashion Designing techniques: Types & characteristics of lines, types of forms and its application, Kinds of designs, motifs, Principles of making the design, Colours: its types & characteristics, kinds of colour schemes, colour wheels, Elements of Fashion, etc.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-I)**

**THEORY OF APPAREL & TEXTILE DESIGN-I  
(PRACTICAL)**

**Marks: 60**

**Instructions for Practical Exam:** Entire theory paper will be covered for practical.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-II)**

**PAPER – VI: COMMUNICATION SKILLS-II  
(THEORY)**

**Time: 3 Hrs.**

**Max. Marks: 100  
Theory Marks: 40  
Practical Marks: 60**

**Instructions for the Paper Setters:**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION A**

**Reading Skills**

1. News paper reading skills
2. Content reading through internet sources
3. Comprehension Passages

**SECTION B**

**Listening Skills**

1. Receiving voice calls
2. Attending active phone calls and responding
3. Daily news listening exercises (Audio and Video)
4. Note taking
5. Listening to native speakers conversations.

**SECTION C**

**Common mistakes**

1. How to avoid common mistakes in: Nouns, Pronouns, Adjectives, Adverbs, Prepositions, word usage, helping verbs, verbs, phrases, clauses and sentences

**Foreign Words**

1. Frequently used foreign words.

**SECTION D**

**Advertisement Writing**

Classified, Display, Boxed, Billboard, Online

**Suggested Readings/ Books**

1. KK Ramchandran, et al Business Communication, Macmillan, New Delhi
2. Swati Samantaray, Business Communication and Communicative English, Sultan Chand, New Delhi.
3. S.P. Dhanavel English and Communication Skills for Students of Science and Engineering (with audio CD)
4. Computer Mediated Communication 1st Edition by Crispin Thurlow (Lara Martin Lengel , Alice Tomic.
5. Collins, Patrick. Speak with Power and Confidence. New York: Sterling, 2009.
6. Fitikides, T. J. Common Mistakes in English. London: Orient Longman.



**Advanced Diploma Course in Dress Designing and Tailoring (Semester-II)**

**PAPER – VI: COMMUNICATION SKILLS-II  
(PRACTICAL)**

**Marks: 60**

1. Receiving voice calls
2. Attending active phone calls and responding
3. Daily news listening exercises (Audio and Video)
4. Note taking
5. Listening to native speakers conversations.
6. Advertisements Writing
7. Frequently used foreign words.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-II)**

**PAPER – VII: COMPUTER FUNDAMENTALS-II  
(THEORY)**

**Time: 3 Hrs.**

**Max. Marks: 100**

**Theory Marks: 50**

**Practical Marks: 50**

**Instructions for the Paper Setters:**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION A**

**Introduction to networks:** Network Definition, Basic Components of a Network, Network types and topologies, Uses of Computer Networks, Network Architecture.

Transmission Media: Coaxial cable, twisted pair cable, fiber optics & satellites. OSI reference model, TCP/IP reference model, comparison of OSI and TCP reference model.

**Computer Communication**

**Basic of Computer networks:** LAN, WAN, MAN.

Internet: Introduction to internet and its application/services.

Service on Internet: WWW and web-sites, Electronic mails, Communication on Internet.

**SECTION B**

**Web Browsers:** Internet Explorer, Chrome and Firefox

Surfing the Internet: Giving the URL address, Search, Moving Around in a web-site, Printing or saving portion of web pages, down loading/uploading

Chatting on Internet

**Email:** Basic of electronic mail, Creating Email id, Mailbox: Inbox and outbox. Using Emails: Viewing an email, sending an Email, Saving mails, sending same mail to various users, Document handling: Sending soft copy as attachment, Enclosures to email, sending a Portion of document as email

**SECTION C**

**Tally:**

**Introduction to financial accounting:** accounting concepts.

**Financial accounting basics:** company creation, accounts configuration, accounts classification, accounts master, creations of voucher, types and classes, accounts vouchers.

**Financial accounting advanced:** final accounts, bank reconciliation statement

**SECTION D**

**Inventory:** introduction to inventory, stock groups, stock categories, stock item, reorder levels, locations / go downs, units of measure, price list, tariff classification, dealer excise, opening stock, pure inventory voucher, entry of pure inventory voucher, bill of material, purchase and sales order, foreign exchange transactions.

**Business management:** New Year books, MIS reports, budget management, scenario management.

**Suggested Readings/ Books**

1. Tanenbaum A. S., "Computer Networks", PHI.
2. TALLY ERP 9 TRAINING GUIDE - 4TH REVISED & UPDATED EDITION – 2018

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-II)****PAPER – VII: COMPUTER FUNDAMENTALS-II  
(PRACTICAL)****Marks: 60**

1. Network types and topologies.
2. Electronic mails.
3. Communication on Internet.
4. Surfing the Internet: Giving the URL address, Search, Moving Around in a web-site, Printing or saving portion of web pages, down loading/uploading
5. Chatting on Internet
6. Introduction to financial accounting: accounting concepts.
7. Financial accounting basics: company creation, accounts configuration, accounts classification, accounts master, creations of voucher, types and classes, accounts vouchers.
8. Financial accounting advanced: final accounts, bank reconciliation statement
9. Inventory: introduction to inventory, stock groups, stock categories, stock item, reorder levels, locations / go downs, units of measure, price list, tariff classification, dealer excise, opening stock, pure inventory voucher, entry of pure inventory voucher, bill of material, purchase and sales order, foreign exchange transactions.
10. Business management: New Year books, MIS reports, budget management, scenario management.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-II)****PAPER-VIII: PATTERN MAKING & GARMENT CONSTRUCTION – II  
(THEORY)****Time: 3 Hrs.****Max. Marks: 100  
Theory Marks: 40  
Practical Marks: 60****Instructions for the Paper Setters:**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

1. Drafting & Paper making of the following garments: Mens Shirt, Mens trouser, Cowl neck top, Cowl pant, etc.

**SECTION-B**

2. Practice of different sewing machines using various types of sewing threads, needless.

**SECTION-C**

3. Preparation of miniature garments with specification sheets, etc.

**SECTION-D**

4. Garment making of the following products: Mens' Shirt, Mens trouser, Cowl neck top, Cowl pant, etc.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-II)**  
**PAPER-VIII: PATTERN MAKING & GARMENT CONSTRUCTION – II**  
**(PRACTICAL)**

**Marks: 60**

**Instructions for Practical Exam:** Entire theory paper will be covered for practical.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-II)****PAPER-IX: FASHION & TEXTILE DESIGNING-II  
(THEORY)****Time: 3 Hrs.****Max. Marks: 100  
Theory Marks: 40  
Practical Marks: 60****Instructions for the Paper Setters:**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

1. Rendering techniques with water colour, steadlercolour, pen rendering, etc.

**SECTION-B**

2. Fabric rendering, fabric painting on saree, etc.

**SECTION-C**

3. Presentation techniques on paper, Mood board, design development sheety

**SECTION-D**

4. Textile designing techniques: Batik, Tie & Dye, Bandhini, etc.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-II)**

**PAPER-IX: FASHION & TEXTILE DESIGNING-II  
(PRACTICAL)**

**Instructions for Practical Exam:** Entire theory paper will be covered for practical.

**Advanced Diploma Course in Dress Designing and Tailoring (Semester-II)**

**PAPER-X: THEORY OF APPAREL & TEXTILE DESIGN-II  
(THEORY)**

**Time: 3 Hrs.**

**Max. Marks: 100  
Theory Marks: 40  
Practical Marks: 60**

**Instructions for the Paper Setters:**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

1. Basic Design: Flat sketches of collars, necklines, hats, shoes, pockets, bows & ties, sleeves, trousers, skirts, cuff, etc.
2. Elements and Principles of Design: Forms, Balance, Rhythm, Symmetry, Colours, etc. Types of Colours, Uses of Colours, Different forms of colour, Relation of colours with fashion, colour wheel, etc.

**SECTION-B**

3. Fabric Studies: Fabric weaves, Identification of Weaves, Dyeing & Printing etc.
4. Fashion Illustration: Figure study with more detailing, different styles, hand, feet, hair styles, face, Kids croqui, Rendering, Types of rendering, etc.
5. Clothing Construction Technology: Definition of stitching, seams, Types of stitches & seams; Marker Planning, Cutting & Sewing Technology, Sewing threads, etc.

**SECTION-C**

6. Surface Ornamentation techniques: Checks, Stripes, Prints, Leaf prints, Embroidery, Fabric Painting, Printing, etc.
7. History of Fashion: Elements of fashion, Indian traditional textiles, etc.

**SECTION-D**

8. Brief idea for Registration of SSI, Trade License, Project report, Proposal for Loans, etc.
9. Fashion Merchandising: Fashion Cycles, Types of Designers, Role of Designers, Principle of Fashion, Marketing & Merchandising, etc.



**Advanced Diploma Course in Dress Designing and Tailoring (Semester-II)**

**PAPER-X: THEORY OF APPAREL & TEXTILE DESIGN-II  
(PRACTICAL)**

**Instructions for Practical Exam:** Entire theory paper will be covered for practical.