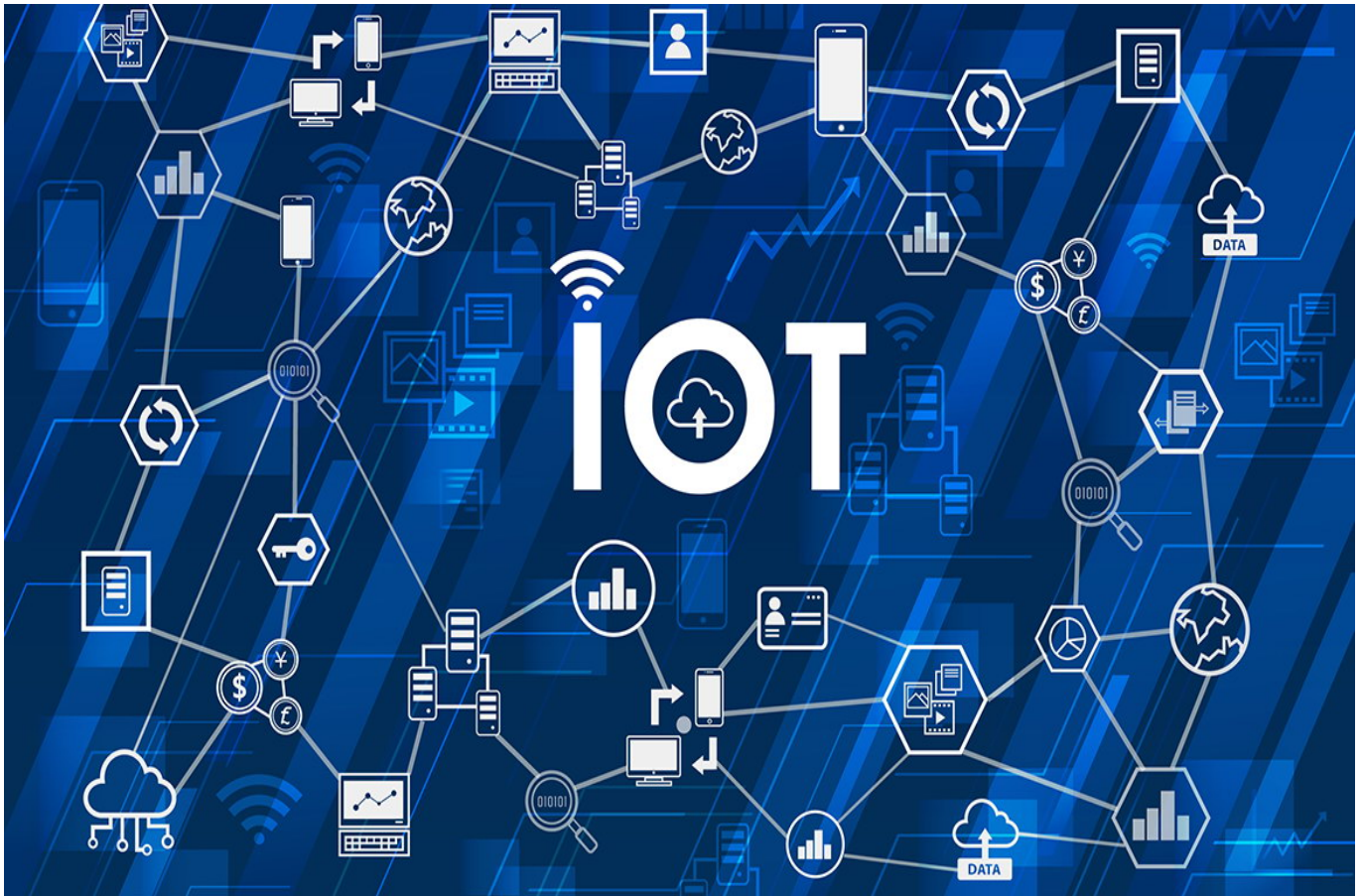


## Qualification Pack



# IoT Installation Solution Architect

QP Code: TEL/Q6216

Version: 2.0

NSQF Level: 5

Telecom Sector Skill Council || 3rd Floor, Plot No 126, Sector - 44  
Gurgaon - 122003

## Qualification Pack

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## Qualification Pack

### TEL/Q6216: IoT Installation Solution Architect

#### Brief Job Description

The individual in this job is responsible for conducting the site survey for layout, planning and designing for installation and deployment of IoT sensors/devices, IoT gateways and access layer connectivity in IoT ecosystem to suggest and implement the best IoT solution for the business model.

#### Personal Attributes

The individual needs to have the ability to upgrade skills with changing technologies, work in a team, multitask and track multiple projects simultaneously with full dedication and willingness. The individual should have generic communication and leadership skills, attention to details, excellent problem-solving capabilities, strong quantitative abilities and good interpersonal skills. The individual with skills like innovation, customer focus, collaboration, value creation and professionalism would have added advantage in this job role.

#### Applicable National Occupational Standards (NOS)

##### Compulsory NOS:

1. [TEL/N6260: Perform Market Analysis on Application of IoT](#)
2. [TEL/N6261: Supervise in Installation IoT Devices and System](#)
3. [TEL/N6262: Administer Acceptance Testing and Site Optimization Activities](#)
4. [TEL/N9103: Implement Effective Interaction at workplace](#)
5. [TEL/N9104: Manage Work, Resources and Safety at workplace](#)
6. [DGT/VSQ/N0102: Employability Skills \(60 Hours\)](#)

#### Qualification Pack (QP) Parameters

<b>Sector</b>	Telecom
<b>Sub-Sector</b>	Network Managed Services
<b>Occupation</b>	Network Operation and Maintenance
<b>Country</b>	India
<b>NSQF Level</b>	5

### Qualification Pack

<b>Credits</b>	21
<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/3114.6216
<b>Minimum Educational Qualification &amp; Experience</b>	<p>Completed 2nd year of UG (UG Diploma) (of 3-year/ 4-years UG) OR Pursuing 2nd year of UG (of 3-year/ 4-years UG and continuing education) OR Completed 2nd year diploma after 12th OR Pursuing 2nd year of 2-year diploma after 12th (with No Experience required) OR 12th grade Pass (with 2 year of any combination of NTC/NAC/CITS or equivalent.with No Experience required) OR Completed 3 year diploma after 10th OR 12th grade pass with 1 year NTC/ NAC OR Completed 1st year of UG (UG Certificate) (of 3-year/ 4-years UG) with 1 Year of experience OR 12th grade Pass with 2 Years of experience OR 10th grade pass with 4 Years of experience OR Previous relevant Qualification of NSQF Level (4) with 3 Years of experience</p>
<b>Minimum Level of Education for Training in School</b>	
<b>Pre-Requisite License or Training</b>	NA
<b>Minimum Job Entry Age</b>	21 Years
<b>Last Reviewed On</b>	NA
<b>Next Review Date</b>	30/06/2025
<b>NSQC Approval Date</b>	30/06/2022
<b>Version</b>	2.0
<b>Reference code on NQR</b>	QG-05-TL-00470-2023-V1.1-TSSC
<b>NQR Version</b>	1.1

## Qualification Pack

### TEL/N6260: Perform Market Analysis on Application of IoT

#### Description

This OS unit is about carrying out various activities to adopt the changing trends of industry, including the upgradation as well as potential upgradation of new IoT device and the services required for existing technology.

#### Scope

The scope covers the following :

- Assess industry trends
- Collate data on leading suppliers of IoT devices
- Analyse existing services and derive potential need for a new IoT services
- Prepare a budget (cost workout) for implementing the IoT solution in the business

#### Elements and Performance Criteria

##### *Assess industry trends*

To be competent, the user/individual on the job must be able to:

- PC1.** guide team to collect data pertaining to the industry trends from various reliable sources
- PC2.** analyse the data about changing technologies in the industry
- PC3.** identify the products, customers, competitors and landscapes to ensure the reliability/preferences on IoT devices
- PC4.** ensure that standards and practices of emerging IoT technologies is regularly updated
- PC5.** collate the information on the latest industry trends and requirements of the company
- PC6.** determine the logistics operations and rethink the ways to approach businesses
- PC7.** identify the type of industry (Agriculture, Transport, Port, etc.) for the implementation of technology
- PC8.** analyse the geographical aspects using various identification and map reading parameters
- PC9.** evaluate the range of access technology and frequency band required as per site/customer specifications

##### *Collate data on leading suppliers of IoT device*

To be competent, the user/individual on the job must be able to:

- PC10.** identify the leading suppliers and key solution providers
- PC11.** evaluate the supplier on the basis of solution performance, geographic availability, support services and security, etc.
- PC12.** identify various ways for a business to operate with a real-time data that is constantly changing
- PC13.** ensure that the machines providing real-time data perform as per requirements and specifications
- PC14.** analyse the existing and potential tools to improve business strategies for selling and integrating IoT devices

## Qualification Pack

### *Analyse existing services and derive potential need for a new IoT service*

To be competent, the user/individual on the job must be able to:

- PC15.** assess the key optimization requirements of the business (assets, operations, or workforce) for choosing an IoT solution
- PC16.** analyse the application of IoT for the current business model and the benefits that could be achieved in the value chain
- PC17.** evaluate the potential of stakeholders and customers for the business
- PC18.** assess the usage of sensors and other IoT devices within different fields like agriculture, home-automation and healthcare, and their usage in the current business model
- PC19.** analyse the extent of monitoring business processes and improvement of the customer experience (CX) based on application of latest IoT devices from varied competitors
- PC20.** advise a suitable IoT solution for the business model based on requirements and specifications and collated market data
- PC21.** analyse the application server requirements by creating a connectivity diagram of the required devices to the application server

### *Prepare a budget (cost workout) for implementing the IoT solution in the business*

To be competent, the user/individual on the job must be able to:

- PC22.** prepare two cost workouts - cost of implementation/integration of IoT devices and services into the current business and ongoing operational costs
- PC23.** categorize the implementation/integration costs involved such as hardware (firmware & devices and their testing tools/equipment) and software (dashboard, cloud platform, analytics etc.)
- PC24.** prepare an explanatory report for the costs and discuss with the authorized personnel before implementation of the IoT solution
- PC25.** get a sign-off on all budgets/costs before starting IoT solution implementation

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the impact of industry trends
- KU2.** how to ensure transparency in customer transactions
- KU3.** how IoT really work
- KU4.** performance of machines to supply chain and logistics operations
- KU5.** usage or implementation of IoT in different sectors including manufacturing, transportation, utility organizations, engineering, industry, and infrastructure
- KU6.** connection of IoT with robotics and artificial intelligence
- KU7.** sensors and their types
- KU8.** IoT device life cycle i.e. battery life span, sensor life etc, sensitivity range
- KU9.** different security mechanisms and features
- KU10.** types of IoT technologies like LORA, NB-IOT, Industrial IoT etc.
- KU11.** Machine-to-Machine (M2M) communication awareness
- KU12.** RF environments, vertical/horizontal obstruction

## Qualification Pack

**KU13.** impact of metal body on sensors and RF environment

### Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** communicate with team members in a polite and courteous manner
- GS2.** map latest trends to the requirements of the company
- GS3.** enhance employee productivity, integrate and adapt business models and generate more revenue
- GS4.** fill up appropriate technical forms, activity logs in required format of the company
- GS5.** maintain proper records as per given format
- GS6.** read and understand manuals, work orders, health and safety instructions, reports etc.
- GS7.** communicate with supervisor, peers and customers
- GS8.** prioritize and execute tasks in a high-pressure environment and handle high pressure situations
- GS9.** handle multiple tasks and complete them successfully within due timelines
- GS10.** use and maintain resources efficiently and effectively
- GS11.** analyse and interpret the messages and prompts timely and correctly
- GS12.** communicate with external stakeholders in their preferred language (English, Hindi or regional)
- GS13.** provide advice and guidance to peers and juniors
- GS14.** seek experts help timely, if needed at any stage
- GS15.** interpret reports and numerical data
- GS16.** adapt new technologies
- GS17.** willingness to learn upcoming potential technologies

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Assess industry trends</i>	<b>9</b>	<b>22</b>	-	<b>4</b>
<b>PC1.</b> guide team to collect data pertaining to the industry trends from various reliable sources	1	2	-	1
<b>PC2.</b> analyse the data about changing technologies in the industry	1	2	-	-
<b>PC3.</b> identify the products, customers, competitors and landscapes to ensure the reliability/preferences on IoT devices	1	3	-	-
<b>PC4.</b> ensure that standards and practices of emerging IoT technologies is regularly updated	1	2	-	1
<b>PC5.</b> collate the information on the latest industry trends and requirements of the company	1	3	-	-
<b>PC6.</b> determine the logistics operations and rethink the ways to approach businesses	1	2	-	1
<b>PC7.</b> identify the type of industry (Agriculture, Transport, Port, etc.) for the implementation of technology	1	2	-	-
<b>PC8.</b> analyse the geographical aspects using various identification and map reading parameters	1	3	-	-
<b>PC9.</b> evaluate the range of access technology and frequency band required as per site/customer specifications	1	3	-	1
<i>Collate data on leading suppliers of IoT device</i>	<b>5</b>	<b>12</b>	-	<b>1</b>
<b>PC10.</b> identify the leading suppliers and key solution providers	1	2	-	-
<b>PC11.</b> evaluate the supplier on the basis of solution performance, geographic availability, support services and security, etc.	1	2	-	-
<b>PC12.</b> identify various ways for a business to operate with a real-time data that is constantly changing	1	3	-	1



### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC13.</b> ensure that the machines providing real-time data perform as per requirements and specifications	1	2	-	-
<b>PC14.</b> analyse the existing and potential tools to improve business strategies for selling and integrating IoT devices	1	3	-	-
<i>Analyse existing services and derive potential need for a new IoT service</i>	<b>7</b>	<b>20</b>	-	<b>3</b>
<b>PC15.</b> assess the key optimization requirements of the business (assets, operations, or workforce) for choosing an IoT solution	1	3	-	-
<b>PC16.</b> analyse the application of IoT for the current business model and the benefits that could be achieved in the value chain	1	4	-	-
<b>PC17.</b> evaluate the potential of stakeholders and customers for the business	1	2	-	-
<b>PC18.</b> assess the usage of sensors and other IoT devices within different fields like agriculture, home-automation and healthcare, and their usage in the current business model	1	3	-	1
<b>PC19.</b> analyse the extent of monitoring business processes and improvement of the customer experience (CX) based on application of latest IoT devices from varied competitors	1	4	-	1
<b>PC20.</b> advise a suitable IoT solution for the business model based on requirements and specifications and collated market data	1	2	-	1
<b>PC21.</b> analyse the application server requirements by creating a connectivity diagram of the required devices to the application server	1	2	-	-
<i>Prepare a budget (cost workout) for implementing the IoT solution in the business</i>	<b>4</b>	<b>11</b>	-	<b>2</b>
<b>PC22.</b> prepare two cost workouts - cost of implementation/integration of IoT devices and services into the current business and ongoing operational costs	1	3	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC23.</b> categorize the implementation/integration costs involved such as hardware (firmware & devices and their testing tools/equipment) and software (dashboard, cloud platform, analytics etc.)	1	3	-	1
<b>PC24.</b> prepare an explanatory report for the costs and discuss with the authorized personnel before implementation of the IoT solution	1	3	-	-
<b>PC25.</b> get a sign-off on all budgets/costs before starting IoT solution implementation	1	2	-	1
<b>NOS Total</b>	<b>25</b>	<b>65</b>	<b>-</b>	<b>10</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TEL/N6260
<b>NOS Name</b>	Perform Market Analysis on Application of IoT
<b>Sector</b>	Telecom
<b>Sub-Sector</b>	Network Managed Services
<b>Occupation</b>	Network Operation and Maintenance
<b>NSQF Level</b>	5
<b>Credits</b>	6
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	30/06/2025
<b>NSQC Clearance Date</b>	30/06/2022

## Qualification Pack

### TEL/N6261: Supervise in Installation IoT Devices and System

#### Description

This OS unit is about supervising the installation of IoT devices and system performed by technicians that includes the elements/components required for connection and the process of connecting through different technologies.

#### Scope

The scope covers the following :

- Advise the team on pre-installation activities
- Inspect routing for connected devices

#### Elements and Performance Criteria

##### *Advise the team on pre-installation activities*

To be competent, the user/individual on the job must be able to:

- PC1.** ensure that the team checks the basic connectivity, network and communication protocols
- PC2.** assess the availability of the basic elements required for of installation, set up and connection of the devices
- PC3.** identify the embedded systems such as processors, controllers, sensors and communication hardware and analyse their effectiveness for collating and monitoring data
- PC4.** list the types of micro-processor boards like Arduino, raspberry-Pi, customized platforms etc. that need to be integrated as per the current required setup on site
- PC5.** identify the microcontrollers that need to be installed and their quantity and application in the current business model
- PC6.** analyse the working of sensors like humidity sensor, temperature sensor, gyro meter, accelerometer, video surveillance cameras etc. and check their requirement for the current business model
- PC7.** assess the application of sensors fitment to the business model
- PC8.** evaluate the implementation of advanced features including Data Distribution Service (DDS), Advanced Message Queuing Protocol (AMQP), Constrained Application Protocol (CoAP), etc.
- PC9.** analyse the application of short and long range protocols including 3G/4G, 6LowPAN, LoRa, Bluetooth, RFID, ZigBee, etc
- PC10.** identify the application of communication protocols in IoT and which ones are required for the current scenario/specification

##### *Inspect routing for connected devices*

To be competent, the user/individual on the job must be able to:

- PC11.** identify the software/hardware requirement into IoT solution to achieve optimal output
- PC12.** ensure requirements fits the architecture of IoT and map it to the business need
- PC13.** identify the working process including Data Collection, Device Integration, Real-Time Analytics, Application and Process Extension
- PC14.** detect the application of devices to collect, send and act on data

## Qualification Pack

- PC15.** collate the list of frameworks used in IoT including Amazon Web Services (AWS) IoT , Arm Mbed IoT, Microsoft's Azure IoT, Google's Brillo/Weave, Calvin, IBM Watson IoT platform, Artik Cloud IoT platform etc.

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** IoT architecture
- KU2.** different types of smart devices like accelerometers-temperature sensors, magnetometers-proximity sensors, gyroscopes-image sensors, acoustic sensors-light sensors, pressure sensors-gas RFID sensors, humidity sensors-micro flow sensors.
- KU3.** different types of features required for devices such as Connectivity, Analysing, Integrating, Artificial Intelligence, Sensing, Active Engagement, Endpoint Management, etc.
- KU4.** IoT platforms which connect sensors and devices, handles different software communication protocol and hardware providing security and authentication
- KU5.** various types of sensors and actuators
- KU6.** smart devices that use embedded systems, such as processors, sensors and communication hardware, to collect, send and act on data they acquire from their environment
- KU7.** low powered devices like embedded microcontrollers (Arduino, Raspberry Pi, Beagle board etc.)
- KU8.** IoT hardware setup on breadboard or perfboard
- KU9.** various use cases of IoT in various industries
- KU10.** IoT markets
- KU11.** how to conduct market analysis
- KU12.** various connectivity technologies (Infrared, RFID, Bluetooth, Wi-Fi, Zigbee, Sigfox)
- KU13.** networking protocols such as MQTT, CoAP, AMQP and ZeroMQ
- KU14.** radio planning and tools used for planning (Aircom Asset Mentum Planet, ATDI, CelPlan, Siradel Atoll FORSK
- KU15.** optimization engines (Actix, Capesso)
- KU16.** network optimization for performance analysis of quality and interference
- KU17.** network dimensioning to find out equipment requirements, coverage capacities, quality etc.
- KU18.** various data formats of the sensors

### Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** evaluate the site to take necessary action
- GS2.** perform tasks in a high-pressure environment
- GS3.** multitask and complete tasks successfully within due timelines
- GS4.** use and maintain resources efficiently and effectively
- GS5.** make decisions on suitable course of actions



## Qualification Pack

**GS6.** achieve profitable outcomes

**GS7.** maintain healthy professional relationships

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Advise the team on pre-installation activities</i>	<b>23</b>	<b>40</b>	-	<b>10</b>
<b>PC1.</b> ensure that the team checks the basic connectivity, network and communication protocols	2	2	-	1
<b>PC2.</b> assess the availability of the basic elements required for of installation, set up and connection of the devices	2	4	-	1
<b>PC3.</b> identify the embedded systems such as processors, controllers, sensors and communication hardware and analyse their effectiveness for collating and monitoring data	3	4	-	1
<b>PC4.</b> list the types of micro-processor boards like Arduino, raspberry-Pi, customized platforms etc. that need to be integrated as per the current required setup on site	2	3	-	1
<b>PC5.</b> identify the microcontrollers that need to be installed and their quantity and application in the current business model	2	4	-	1
<b>PC6.</b> analyse the working of sensors like humidity sensor, temperature sensor, gyro meter, accelerometer, video surveillance cameras etc. and check their requirement for the current business model	3	6	-	1
<b>PC7.</b> assess the application of sensors fitment to the business model	1	2	-	1
<b>PC8.</b> evaluate the implementation of advanced features including Data Distribution Service (DDS), Advanced Message Queuing Protocol (AMQP), Constrained Application Protocol (CoAP), etc.	3	5	-	1
<b>PC9.</b> analyse the application of short and long range protocols including 3G/4G, 6LowPAN, LoRa, Bluetooth, RFID, ZigBee, etc	3	6	-	1
<b>PC10.</b> identify the application of communication protocols in IoT and which ones are required for the current scenario/specification	2	4	-	1

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Inspect routing for connected devices</i>	<b>7</b>	<b>15</b>	-	<b>5</b>
<b>PC11.</b> identify the software/hardware requirement into IoT solution to achieve optimal output	2	4	-	1
<b>PC12.</b> ensure requirements fits the architecture of IoT and map it to the business need	1	2	-	1
<b>PC13.</b> identify the working process including Data Collection, Device Integration, Real-Time Analytics, Application and Process Extension	1	3	-	1
<b>PC14.</b> detect the application of devices to collect, send and act on data	1	2	-	1
<b>PC15.</b> collate the list of frameworks used in IoT including Amazon Web Services (AWS) IoT , Arm Mbed IoT, Microsoft's Azure IoT, Google's Brillo/Weave, Calvin, IBM Watson IoT platform, Artik Cloud IoT platform etc.	2	4	-	1
<b>NOS Total</b>	<b>30</b>	<b>55</b>	-	<b>15</b>



## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TEL/N6261
<b>NOS Name</b>	Supervise in Installation IoT Devices and System
<b>Sector</b>	Telecom
<b>Sub-Sector</b>	Network Managed Services
<b>Occupation</b>	Network Operation and Maintenance
<b>NSQF Level</b>	5
<b>Credits</b>	5
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	30/06/2025
<b>NSQF Clearance Date</b>	30/06/2022

## Qualification Pack

# TEL/N6262: Administer Acceptance Testing and Site Optimization Activities

## Description

This OS unit is about supervising the activities involved in acceptance testing after IoT devices are installed as per the business model requirements, and eventually evaluating the fulfilment of the requirements as well as need for optimization.

## Scope

The scope covers the following :

- Supervise Acceptance Testing (AT) of the integrated IoT solution in the business
- Monitor optimization of devices
- Prepare reports and logs

## Elements and Performance Criteria

### *Supervise Acceptance Testing (AT) of the integrated IoT solution in the business*

To be competent, the user/individual on the job must be able to:

- PC1.** identify the requirements of the implemented solution to carry out acceptance testing
- PC2.** assess the validation of all installed sensors and other IoT devices as per the business model
- PC3.** supervise the testing based on the desired/expected output as identified in requirement analysis stage or as per user specifications
- PC4.** ensure that the team checks the alarms and faults, if any
- PC5.** validate the proper functioning of test tools
- PC6.** guide team to check system settings, alarms, and nodal functionality of the system
- PC7.** evaluate the efficiency of system test for IoT application to measure baseline noises, movements and noise sensitivity and ensure its efficiency and effectiveness in the business model
- PC8.** deliver test results to site engineers/authorized personnel to validate the efficiency of the IoT solution
- PC9.** analyse the strength of the current network security and test its resistance to hacking and other attacks
- PC10.** guide the team to test security of integrated IoT devices against outsider invasion or other threats
- PC11.** validate the integrity of the IoT solution and level of data security of IoT devices, and take necessary actions

### *Monitor optimization of devices*

To be competent, the user/individual on the job must be able to:

- PC12.** supervise optimization activities such as performing basic walk tests as per requirements to get optimum, expected results
- PC13.** analyse the current network traffic and data used by IoT devices and apply optimization techniques to improve transfer and monitoring of data

## Qualification Pack

- PC14.** observe and regulate IoT traffic from installed devices and its services
- PC15.** optimize device integration to the IoT application(s) to achieve expected results even with higher volume of traffic (or control plane messages)
- PC16.** guide team to achieve optimization of IoT devices and network using efficient mechanism to boost the control plane messaging from IoT devices
- PC17.** confirm that site is assessed for safety and emergency readiness compliance as defined by the organisation
- PC18.** use personal protection equipment like helmets, knee pads, safety boots, safety glasses and trench guards as required and defined by the protocol of the organisation.
- PC19.** ensure that the team works while considering environmental conditions and hazards like Earth Potential Rise (EPR)
- PC20.** supervise data transfer over a network without human-to-human or human-to-computer interaction

### *Prepare reports and logs*

To be competent, the user/individual on the job must be able to:

- PC21.** record all data and monitoring activities from sensors into pre-defined online logs/formats
- PC22.** maintain records of all test results in prescribed formats
- PC23.** ensure all reports are timely maintained and reported to authorized personnel
- PC24.** manage the installation and functioning of all active and passive equipment and ensure the status is maintained in a log book periodically
- PC25.** ensure that all records are validated and verified timely to check for any anomalies in the working of IoT devices

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** electrical safety compliances and EMI/EMC hygiene requirements
- KU2.** risk and impact of not following defined procedures/work instructions
- KU3.** escalation matrix for reporting identified incidents, troubles and/ or emergencies e.g. system failures, fire and power failures
- KU4.** weight and size requirement of the equipment
- KU5.** spare management, repair and return process for faulty equipment
- KU6.** first aid requirements in case of electrical shocks, cuts, fall and other common injuries
- KU7.** electrical and chemical, environmental related hazards and precautionary measures
- KU8.** IoT architecture
- KU9.** various types of sensors and actuators
- KU10.** low powered devices like embedded microcontrollers (Arduino, Raspberry Pi, Beagle board etc.)
- KU11.** IoT hardware setup on breadboard or perfboard
- KU12.** various use cases of IoT in various industries
- KU13.** IoT markets
- KU14.** how to conduct market analysis

## Qualification Pack

- KU15.** various connectivity technologies (Infrared, RFID, Bluetooth, Wi-Fi, Zigbee, Sigfox)
- KU16.** basics of networking protocols such as MQTT, CoAP, AMQP and ZeroMQ
- KU17.** radio planning and tools used for planning (Aircom Asset Mentum Planet, ATDI, CelPlan, Siradel Atoll FORSK)
- KU18.** optimization engines (Actix, Capesso)
- KU19.** network optimization for performance analysis of quality and interference
- KU20.** network dimensioning to find out equipment requirements, coverage capacities, quality etc.
- KU21.** various data formats of the sensors
- KU22.** different types of documentation in organization and its importance
- KU23.** the records to be maintained and implication of non-maintenance
- KU24.** benefits of IoT like automate processes and reduce labor costs, cuts down on waste and improves service delivery

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** interpret notifications, alert and messages
- GS2.** read and comprehend generated reports
- GS3.** analyse problems and implement suitable solutions
- GS4.** perform tasks in a high-pressure environment
- GS5.** multitask and complete tasks successfully within due timelines
- GS6.** use and maintain resources efficiently and effectively
- GS7.** write in English and any regional language
- GS8.** fill up appropriate technical forms, activity logs in the required format of the company
- GS9.** maintain proper records as per the given format
- GS10.** read and understand manuals, work orders, health and safety instructions, reports etc.
- GS11.** communicate with supervisor and peers, as well as customers
- GS12.** prioritize and execute tasks in a high-pressure environment and handle high-pressure situations
- GS13.** handle multiple tasks and complete them successfully within due timelines
- GS14.** use and maintain resources efficiently and effectively
- GS15.** take initiatives and progressively assume increased responsibilities
- GS16.** analyse data and activities

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Supervise Acceptance Testing (AT) of the integrated IoT solution in the business</i>	<b>11</b>	<b>26</b>	-	<b>5</b>
<b>PC1.</b> identify the requirements of the implemented solution to carry out acceptance testing	1	3	-	1
<b>PC2.</b> assess the validation of all installed sensors and other IoT devices as per the business model	1	2	-	-
<b>PC3.</b> supervise the testing based on the desired/expected output as identified in requirement analysis stage or as per user specifications	1	3	-	1
<b>PC4.</b> ensure that the team checks the alarms and faults, if any	1	2	-	-
<b>PC5.</b> validate the proper functioning of test tools	1	2	-	-
<b>PC6.</b> guide team to check system settings, alarms, and nodal functionality of the system	1	2	-	-
<b>PC7.</b> evaluate the efficiency of system test for IoT application to measure baseline noises, movements and noise sensitivity and ensure its efficiency and effectiveness in the business model	1	3	-	1
<b>PC8.</b> deliver test results to site engineers/authorized personnel to validate the efficiency of the IoT solution	1	2	-	-
<b>PC9.</b> analyse the strength of the current network security and test its resistance to hacking and other attacks	1	3	-	1
<b>PC10.</b> guide the team to test security of integrated IoT devices against outsider invasion or other threats	1	2	-	-
<b>PC11.</b> validate the integrity of the IoT solution and level of data security of IoT devices, and take necessary actions	1	2	-	1
<i>Monitor optimization of devices</i>	<b>9</b>	<b>22</b>	-	<b>6</b>

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC12.</b> supervise optimization activities such as performing basic walk tests as per requirements to get optimum, expected results	1	2	-	-
<b>PC13.</b> analyse the current network traffic and data used by IoT devices and apply optimization techniques to improve transfer and monitoring of data	1	4	-	1
<b>PC14.</b> observe and regulate IoT traffic from installed devices and its services	1	2	-	-
<b>PC15.</b> optimize device integration to the IoT application(s) to achieve expected results even with higher volume of traffic (or control plane messages)	1	3	-	1
<b>PC16.</b> guide team to achieve optimization of IoT devices and network using efficient mechanism to boost the control plane messaging from IoT devices	1	3	-	1
<b>PC17.</b> confirm that site is assessed for safety and emergency readiness compliance as defined by the organisation	1	2	-	1
<b>PC18.</b> use personal protection equipment like helmets, knee pads, safety boots, safety glasses and trench guards as required and defined by the protocol of the organisation.	1	2	-	-
<b>PC19.</b> ensure that the team works while considering environmental conditions and hazards like Earth Potential Rise (EPR)	1	2	-	1
<b>PC20.</b> supervise data transfer over a network without human-to-human or human-to-computer interaction	1	2	-	1
<i>Prepare reports and logs</i>	<b>5</b>	<b>12</b>	-	<b>4</b>
<b>PC21.</b> record all data and monitoring activities from sensors into pre-defined online logs/formats	1	2	-	1
<b>PC22.</b> maintain records of all test results in prescribed formats	1	2	-	-
<b>PC23.</b> ensure all reports are timely maintained and reported to authorized personnel	1	2	-	1

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC24.</b> manage the installation and functioning of all active and passive equipment and ensure the status is maintained in a log book periodically	1	3	-	1
<b>PC25.</b> ensure that all records are validated and verified timely to check for any anomalies in the working of IoT devices	1	3	-	1
<b>NOS Total</b>	<b>25</b>	<b>60</b>	<b>-</b>	<b>15</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TEL/N6262
<b>NOS Name</b>	Administer Acceptance Testing and Site Optimization Activities
<b>Sector</b>	Telecom
<b>Sub-Sector</b>	Network Managed Services
<b>Occupation</b>	Network Operation and Maintenance
<b>NSQF Level</b>	5
<b>Credits</b>	5
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	30/06/2025
<b>NSQC Clearance Date</b>	30/06/2022



## Qualification Pack

### TEL/N9103: Implement Effective Interaction at workplace

#### Description

This OS unit is about communicating with superiors and colleagues as well as customers and other stakeholders in own or other work groups within as well as outside the organisation

#### Scope

The scope covers the following :

- Interact effectively with superiors
- Interact effectively with colleagues and customers
- Respect differences of gender and ability

#### Elements and Performance Criteria

##### *Interact effectively with superiors*

To be competent, the user/individual on the job must be able to:

- PC1.** interpret work requirements from the superior and customers
- PC2.** report any unforeseen disruptions or delays to superiors and/or concerned person
- PC3.** achieve productivity and quality of work as per the company procedure

##### *Interact effectively with colleagues and customers*

To be competent, the user/individual on the job must be able to:

- PC4.** explain the work requirements and the scope of work to the team
- PC5.** communicate information using different techniques such as face-to-face, telephonic and written means
- PC6.** co-ordinate with team to integrate work as per requirements
- PC7.** respect colleagues and customers and communicate taking care of their personal spaces
- PC8.** find solutions to work related difficulties with mutual agreement with colleagues and customers
- PC9.** resolve conflicts within the team at work to achieve smooth workflow
- PC10.** motivate team members to put organizational goals over individual goals
- PC11.** encourage the team to provide feedback on any issues facing them

##### *Respect differences of gender and ability*

To be competent, the user/individual on the job must be able to:

- PC12.** ensure personal behaviour of self and team is conducted taking gender and disability of the person into consideration
- PC13.** demonstrate sensitivity towards gender and person with disability while communicating
- PC14.** list the different types of disabilities with their respective issues
- PC15.** provide help to PwD team members in overcoming any challenges faced in work
- PC16.** use inclusive language irrespective of the disability and the gender of the person
- PC17.** treat all colleagues and co-workers equally

## Qualification Pack

**PC18.** respect personal space of colleagues and co-workers

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** importance of effective and different means of communication and establishing good working relationships with colleagues and superiors
- KU2.** importance of helping colleagues with problems, in order to meet quality and time standards as a team
- KU3.** different methods of communication
- KU4.** different types of information that colleagues might need and the importance of providing this information in an appropriate manner
- KU5.** helping colleagues with problems, in order to meet quality and time standards as a team
- KU6.** organisation's policies and procedures for working with colleagues and superior
- KU7.** implications of own work on the work and schedule of others
- KU8.** importance of understanding consequences of gender based behaviour
- KU9.** gender based concepts, issues and legislation
- KU10.** organisation standards and guidelines to be followed for PwD and knowledge about laws, acts and provisions defined for PwD by the statutory bodies and the right way to use them including various medical conditions associated with PwD
- KU11.** health and safety requirements at workplace for PwD
- KU12.** rights and duties at workplace with respect to PwD
- KU13.** process of recruiting people for a particular job profile w.r.t PwD and gender
- KU14.** various government / private schemes and benefits available for PwD and information about various institutes working for PwD to enable in providing livelihood opportunities for PwD

### Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** complete written work with attention to detail and read instructions/guidelines/procedures
- GS2.** listen effectively and orally communicate information
- GS3.** ask for clarification and advice from the concerned person
- GS4.** deliver consistent and reliable service to customers
- GS5.** check that the work meets customer requirements
- GS6.** practice and acceptance of gender and its concepts
- GS7.** develop empathy across genders and towards PwD
- GS8.** reflect on own gender identity, gender roles and PwD issues
- GS9.** engage and participate in discussions to end gender and disability discrimination
- GS10.** improve and modify work practices
- GS11.** maintain positive and effective relationships with colleagues and customers
- GS12.** evaluate the possible solution(s) to the problem

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Interact effectively with superiors</i>	<b>2</b>	<b>9</b>	-	<b>1</b>
<b>PC1.</b> interpret work requirements from the superior and customers	1	2	-	-
<b>PC2.</b> report any unforeseen disruptions or delays to superiors and/or concerned person	1	2	-	1
<b>PC3.</b> achieve productivity and quality of work as per the company procedure	-	5	-	-
<i>Interact effectively with colleagues and customers</i>	<b>13</b>	<b>27</b>	-	<b>5</b>
<b>PC4.</b> explain the work requirements and the scope of work to the team	2	3	-	-
<b>PC5.</b> communicate information using different techniques such as face-to-face, telephonic and written means	2	4	-	1
<b>PC6.</b> co-ordinate with team to integrate work as per requirements	-	4	-	1
<b>PC7.</b> respect colleagues and customers and communicate taking care of their personal spaces	-	3	-	-
<b>PC8.</b> find solutions to work related difficulties with mutual agreement with colleagues and customers	3	3	-	-
<b>PC9.</b> resolve conflicts within the team at work to achieve smooth workflow	-	4	-	1
<b>PC10.</b> motivate team members to put organizational goals over individual goals	3	4	-	1
<b>PC11.</b> encourage the team to provide feedback on any issues facing them	3	2	-	1
<i>Respect differences of gender and ability</i>	<b>15</b>	<b>24</b>	-	<b>4</b>
<b>PC12.</b> ensure personal behaviour of self and team is conducted taking gender and disability of the person into consideration	2	4	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC13.</b> demonstrate sensitivity towards gender and person with disability while communicating	2	3	-	1
<b>PC14.</b> list the different types of disabilities with their respective issues	2	3	-	1
<b>PC15.</b> provide help to PwD team members in overcoming any challenges faced in work	2	3	-	-
<b>PC16.</b> use inclusive language irrespective of the disability and the gender of the person	2	3	-	1
<b>PC17.</b> treat all colleagues and co-workers equally	2	3	-	-
<b>PC18.</b> respect personal space of colleagues and co-workers	3	5	-	1
<b>NOS Total</b>	<b>30</b>	<b>60</b>	<b>-</b>	<b>10</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TEL/N9103
<b>NOS Name</b>	Implement Effective Interaction at workplace
<b>Sector</b>	Telecom
<b>Sub-Sector</b>	Generic
<b>Occupation</b>	Generic
<b>NSQF Level</b>	5
<b>Credits</b>	1
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	27/01/2025
<b>NSQC Clearance Date</b>	27/01/2022

## Qualification Pack

### TEL/N9104: Manage Work, Resources and Safety at workplace

#### Description

This OS unit is about planning work and implementing sustainable as well as healthy practices for safety and optimal use of resources

#### Scope

The scope covers the following :

- Manage learning and self-direction
- Develop critical thinking and problem solving
- Perform work as per quality standards
- Maintain safe and secure working environment
- Comply with material / energy / electricity conservation practices

#### Elements and Performance Criteria

##### *Manage learning and self-direction*

To be competent, the user/individual on the job must be able to:

- PC1.** develop technical and personal skills to be updated with new technologies prevalent in the industry
- PC2.** train the team such that they are able to adapt latest products/services in their working environment
- PC3.** identify opportunities for team building workshops and motivational trainings

##### *Develop critical thinking and problem solving*

To be competent, the user/individual on the job must be able to:

- PC4.** guide the team to be accountable for timely completion of tasks
- PC5.** analyse problems accurately to be able to correctly suggest suitable solutions to the concerned persons
- PC6.** train the team to estimate the cause of the problem and validate

##### *Perform work as per quality standards*

To be competent, the user/individual on the job must be able to:

- PC7.** implement ways to keep immediate as well as team's work area clean and tidy
- PC8.** maintain efficiency and productivity while performing role/responsibility
- PC9.** supervise the team to ensure that the work is done as per the assigned and agreed requirements
- PC10.** create schedules and rosters for the team to ensure they understand individual work requirements

##### *Maintain safe and secure working environment*

To be competent, the user/individual on the job must be able to:

- PC11.** identify organisation's health, safety, security policies and procedures

## Qualification Pack

- PC12.** instruct team to report any identified breaches in health, safety, and security policies and procedures to the designated person
- PC13.** manage hazards such as illness, accidents, fires or any other natural calamity safely, as per organisation's emergency procedures, within the limits of individual's authority
- PC14.** report any hazard outside the individual's authority to the relevant person in line with organisational procedures and warn others who may be affected

### *Material / energy / electricity conservation practices*

To be competent, the user/individual on the job must be able to:

- PC15.** implement ways to optimize usage of material including water in various tasks/activities/processes
- PC16.** supervise the team to ensure responsible use of resources
- PC17.** motivate the team to carry out routine cleaning of tools, machine and equipment
- PC18.** guide the team to optimize use of electricity/energy in various tasks/activities/processes
- PC19.** implement periodic checks of the functioning of the equipment/machine and rectify wherever required
- PC20.** guide the team to report malfunctioning and lapses in maintenance of equipment
- PC21.** implement ways to use electrical equipment and appliances properly

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** strategies pertinent to the field that can be used to pursue an advancement of skills
- KU2.** key performance indicators for the new tasks
- KU3.** feedback processes and formats
- KU4.** timelines and goals as well as their relevance to work allocated
- KU5.** importance of quality and timely delivery of the product/service
- KU6.** layout of the workstation and equipment used
- KU7.** escalation matrix and its importance, especially in case of emergencies
- KU8.** ways of time and cost management
- KU9.** rules/regulation for maintaining health and safety at workplace
- KU10.** meaning of hazard, different types of health and safety hazards found in the workplace, risks and threats based on the nature of work
- KU11.** procedures to report breaches in health, safety and security
- KU12.** ways of managing resources and material efficiently
- KU13.** ways to recognize common electrical problems and common practices of conserving electricity

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** explore various pathways to expand one's own learning skills and abilities

## Qualification Pack

- GS2.** analyse feedback for improving one's way of working
- GS3.** interpret feedback from superiors in a constructive way
- GS4.** identify the root cause of problems
- GS5.** understand the problem by asking significant questions to clarify the various points of view on the problem
- GS6.** seek clarifications from superior about the job requirement
- GS7.** work in a team with full coordination of team members
- GS8.** read instructions/guidelines and Standard Operating Practices (SOP) documents
- GS9.** complete tasks efficiently and accurately within stipulated time
- GS10.** record data in statutory documents relevant to safety and hygiene
- GS11.** escalate/refer all anomalies to the concerned persons
- GS12.** identify the most suitable course of action for completing the task using provided resources



## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Manage learning and self-direction</i>	<b>4</b>	<b>5</b>	-	-
<b>PC1.</b> develop technical and personal skills to be updated with new technologies prevalent in the industry	2	1	-	-
<b>PC2.</b> train the team such that they are able to adapt latest products/services in their working environment	1	2	-	-
<b>PC3.</b> identify opportunities for team building workshops and motivational trainings	1	2	-	-
<i>Develop critical thinking and problem solving</i>	<b>4</b>	<b>7</b>	-	-
<b>PC4.</b> guide the team to be accountable for timely completion of tasks	2	3	-	-
<b>PC5.</b> analyse problems accurately to be able to correctly suggest suitable solutions to the concerned persons	1	2	-	-
<b>PC6.</b> train the team to estimate the cause of the problem and validate	1	2	-	-
<i>Perform work as per quality standards</i>	<b>5</b>	<b>9</b>	-	<b>4</b>
<b>PC7.</b> implement ways to keep immediate as well as team's work area clean and tidy	1	2	-	-
<b>PC8.</b> maintain efficiency and productivity while performing role/responsibility	1	2	-	2
<b>PC9.</b> supervise the team to ensure that the work is done as per the assigned and agreed requirements	1	2	-	1
<b>PC10.</b> create schedules and rosters for the team to ensure they understand individual work requirements	2	3	-	1
<i>Maintain safe and secure working environment</i>	<b>12</b>	<b>13</b>	-	<b>2</b>
<b>PC11.</b> identify organisation's health, safety, security policies and procedures	3	3	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC12.</b> instruct team to report any identified breaches in health, safety, and security policies and procedures to the designated person	3	3	-	-
<b>PC13.</b> manage hazards such as illness, accidents, fires or any other natural calamity safely, as per organisation's emergency procedures, within the limits of individual's authority	3	4	-	1
<b>PC14.</b> report any hazard outside the individual's authority to the relevant person in line with organisational procedures and warn others who may be affected	3	3	-	1
<i>Material / energy / electricity conservation practices</i>	<b>15</b>	<b>16</b>	-	<b>4</b>
<b>PC15.</b> implement ways to optimize usage of material including water in various tasks/activities/processes	1	2	-	1
<b>PC16.</b> supervise the team to ensure responsible use of resources	2	2	-	1
<b>PC17.</b> motivate the team to carry out routine cleaning of tools, machine and equipment	2	2	-	1
<b>PC18.</b> guide the team to optimize use of electricity/energy in various tasks/activities/processes	3	4	-	-
<b>PC19.</b> implement periodic checks of the functioning of the equipment/machine and rectify wherever required	2	2	-	1
<b>PC20.</b> guide the team to report malfunctioning and lapses in maintenance of equipment	3	2	-	-
<b>PC21.</b> implement ways to use electrical equipment and appliances properly	2	2	-	-
<b>NOS Total</b>	<b>40</b>	<b>50</b>	-	<b>10</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TEL/N9104
<b>NOS Name</b>	Manage Work, Resources and Safety at workplace
<b>Sector</b>	Telecom
<b>Sub-Sector</b>	Generic
<b>Occupation</b>	Generic
<b>NSQF Level</b>	5
<b>Credits</b>	1
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	27/01/2025
<b>NSQC Clearance Date</b>	27/01/2022

## Qualification Pack

### DGT/VSQ/N0102: Employability Skills (60 Hours)

#### Description

This unit is about employability skills, Constitutional values, becoming a professional in the 21st Century, digital, financial, and legal literacy, diversity and Inclusion, English and communication skills, customer service, entrepreneurship, and apprenticeship, getting ready for jobs and career development.

#### Scope

The scope covers the following :

- Introduction to Employability Skills
- Constitutional values - Citizenship
- Becoming a Professional in the 21st Century
- Basic English Skills
- Career Development & Goal Setting
- Communication Skills
- Diversity & Inclusion
- Financial and Legal Literacy
- Essential Digital Skills
- Entrepreneurship
- Customer Service
- Getting ready for Apprenticeship & Jobs

#### Elements and Performance Criteria

##### *Introduction to Employability Skills*

To be competent, the user/individual on the job must be able to:

- PC1.** identify employability skills required for jobs in various industries
- PC2.** identify and explore learning and employability portals

##### *Constitutional values - Citizenship*

To be competent, the user/individual on the job must be able to:

- PC3.** recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.
- PC4.** follow environmentally sustainable practices

##### *Becoming a Professional in the 21st Century*

To be competent, the user/individual on the job must be able to:

- PC5.** recognize the significance of 21st Century Skills for employment
- PC6.** practice the 21st Century Skills such as Self-Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life

##### *Basic English Skills*

To be competent, the user/individual on the job must be able to:

## Qualification Pack

- PC7.** use basic English for everyday conversation in different contexts, in person and over the telephone
- PC8.** read and understand routine information, notes, instructions, mails, letters etc. written in English
- PC9.** write short messages, notes, letters, e-mails etc. in English

### *Career Development & Goal Setting*

To be competent, the user/individual on the job must be able to:

- PC10.** understand the difference between job and career
- PC11.** prepare a career development plan with short- and long-term goals, based on aptitude

### *Communication Skills*

To be competent, the user/individual on the job must be able to:

- PC12.** follow verbal and non-verbal communication etiquette and active listening techniques in various settings
- PC13.** work collaboratively with others in a team

### *Diversity & Inclusion*

To be competent, the user/individual on the job must be able to:

- PC14.** communicate and behave appropriately with all genders and PwD
- PC15.** escalate any issues related to sexual harassment at workplace according to POSH Act

### *Financial and Legal Literacy*

To be competent, the user/individual on the job must be able to:

- PC16.** select financial institutions, products and services as per requirement
- PC17.** carry out offline and online financial transactions, safely and securely
- PC18.** identify common components of salary and compute income, expenses, taxes, investments etc
- PC19.** identify relevant rights and laws and use legal aids to fight against legal exploitation

### *Essential Digital Skills*

To be competent, the user/individual on the job must be able to:

- PC20.** operate digital devices and carry out basic internet operations securely and safely
- PC21.** use e- mail and social media platforms and virtual collaboration tools to work effectively
- PC22.** use basic features of word processor, spreadsheets, and presentations

### *Entrepreneurship*

To be competent, the user/individual on the job must be able to:

- PC23.** identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research
- PC24.** develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion
- PC25.** identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity

### *Customer Service*

To be competent, the user/individual on the job must be able to:

- PC26.** identify different types of customers
- PC27.** identify and respond to customer requests and needs in a professional manner.

## Qualification Pack

**PC28.** follow appropriate hygiene and grooming standards

*Getting ready for apprenticeship & Jobs*

To be competent, the user/individual on the job must be able to:

**PC29.** create a professional Curriculum vitae (Résumé)

**PC30.** search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively

**PC31.** apply to identified job openings using offline /online methods as per requirement

**PC32.** answer questions politely, with clarity and confidence, during recruitment and selection

**PC33.** identify apprenticeship opportunities and register for it as per guidelines and requirements

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

**KU1.** need for employability skills and different learning and employability related portals

**KU2.** various constitutional and personal values

**KU3.** different environmentally sustainable practices and their importance

**KU4.** Twenty first (21st) century skills and their importance

**KU5.** how to use English language for effective verbal (face to face and telephonic) and written communication in formal and informal set up

**KU6.** importance of career development and setting long- and short-term goals

**KU7.** about effective communication

**KU8.** POSH Act

**KU9.** Gender sensitivity and inclusivity

**KU10.** different types of financial institutes, products, and services

**KU11.** how to compute income and expenditure

**KU12.** importance of maintaining safety and security in offline and online financial transactions

**KU13.** different legal rights and laws

**KU14.** different types of digital devices and the procedure to operate them safely and securely

**KU15.** how to create and operate an e- mail account and use applications such as word processors, spreadsheets etc.

**KU16.** how to identify business opportunities

**KU17.** types and needs of customers

**KU18.** how to apply for a job and prepare for an interview

**KU19.** apprenticeship scheme and the process of registering on apprenticeship portal

## Generic Skills (GS)

User/individual on the job needs to know how to:

**GS1.** read and write different types of documents/instructions/correspondence

**GS2.** communicate effectively using appropriate language in formal and informal settings

## Qualification Pack

- GS3.** behave politely and appropriately with all
- GS4.** how to work in a virtual mode
- GS5.** perform calculations efficiently
- GS6.** solve problems effectively
- GS7.** pay attention to details
- GS8.** manage time efficiently
- GS9.** maintain hygiene and sanitization to avoid infection

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction to Employability Skills</i>	<b>1</b>	<b>1</b>	-	-
<b>PC1.</b> identify employability skills required for jobs in various industries	-	-	-	-
<b>PC2.</b> identify and explore learning and employability portals	-	-	-	-
<i>Constitutional values - Citizenship</i>	<b>1</b>	<b>1</b>	-	-
<b>PC3.</b> recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.	-	-	-	-
<b>PC4.</b> follow environmentally sustainable practices	-	-	-	-
<i>Becoming a Professional in the 21st Century</i>	<b>2</b>	<b>4</b>	-	-
<b>PC5.</b> recognize the significance of 21st Century Skills for employment	-	-	-	-
<b>PC6.</b> practice the 21st Century Skills such as Self-Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life	-	-	-	-
<i>Basic English Skills</i>	<b>2</b>	<b>3</b>	-	-
<b>PC7.</b> use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-
<b>PC8.</b> read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
<b>PC9.</b> write short messages, notes, letters, e-mails etc. in English	-	-	-	-
<i>Career Development &amp; Goal Setting</i>	<b>1</b>	<b>2</b>	-	-



### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC10.</b> understand the difference between job and career	-	-	-	-
<b>PC11.</b> prepare a career development plan with short- and long-term goals, based on aptitude	-	-	-	-
<i>Communication Skills</i>	<b>2</b>	<b>2</b>	-	-
<b>PC12.</b> follow verbal and non-verbal communication etiquette and active listening techniques in various settings	-	-	-	-
<b>PC13.</b> work collaboratively with others in a team	-	-	-	-
<i>Diversity &amp; Inclusion</i>	<b>1</b>	<b>2</b>	-	-
<b>PC14.</b> communicate and behave appropriately with all genders and PwD	-	-	-	-
<b>PC15.</b> escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
<i>Financial and Legal Literacy</i>	<b>2</b>	<b>3</b>	-	-
<b>PC16.</b> select financial institutions, products and services as per requirement	-	-	-	-
<b>PC17.</b> carry out offline and online financial transactions, safely and securely	-	-	-	-
<b>PC18.</b> identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-
<b>PC19.</b> identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
<i>Essential Digital Skills</i>	<b>3</b>	<b>4</b>	-	-
<b>PC20.</b> operate digital devices and carry out basic internet operations securely and safely	-	-	-	-
<b>PC21.</b> use e- mail and social media platforms and virtual collaboration tools to work effectively	-	-	-	-
<b>PC22.</b> use basic features of word processor, spreadsheets, and presentations	-	-	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Entrepreneurship</i>	<b>2</b>	<b>3</b>	-	-
<b>PC23.</b> identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
<b>PC24.</b> develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
<b>PC25.</b> identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
<i>Customer Service</i>	<b>1</b>	<b>2</b>	-	-
<b>PC26.</b> identify different types of customers	-	-	-	-
<b>PC27.</b> identify and respond to customer requests and needs in a professional manner.	-	-	-	-
<b>PC28.</b> follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship &amp; Jobs</i>	<b>2</b>	<b>3</b>	-	-
<b>PC29.</b> create a professional Curriculum vitae (Résumé)	-	-	-	-
<b>PC30.</b> search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
<b>PC31.</b> apply to identified job openings using offline /online methods as per requirement	-	-	-	-
<b>PC32.</b> answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
<b>PC33.</b> identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>30</b>	-	-

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	DGT/VSQ/N0102
<b>NOS Name</b>	Employability Skills (60 Hours)
<b>Sector</b>	Cross Sectoral
<b>Sub-Sector</b>	Professional Skills
<b>Occupation</b>	Employability
<b>NSQF Level</b>	4
<b>Credits</b>	2
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	29/03/2026
<b>NSQC Clearance Date</b>	29/03/2023

## Assessment Guidelines and Assessment Weightage

### Assessment Guidelines

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Element/Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each Element/PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.
6. To pass the Qualification Pack assessment, every trainee should score the Recommended Pass % aggregate for the QP.
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

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### Minimum Aggregate Passing % at QP Level : 70

(Please note: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

### Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
TEL/N6260.Perform Market Analysis on Application of IoT	25	65	-	10	100	20
TEL/N6261.Supervise in Installation IoT Devices and System	30	55	-	15	100	20
TEL/N6262.Administer Acceptance Testing and Site Optimization Activities	25	60	-	15	100	20
TEL/N9103.Implement Effective Interaction at workplace	30	60	-	10	100	15
TEL/N9104.Manage Work, Resources and Safety at workplace	40	50	-	10	100	15
DGT/VSQ/N0102.Employability Skills (60 Hours)	20	30	-	-	50	10
<b>Total</b>	<b>170</b>	<b>320</b>	<b>-</b>	<b>60</b>	<b>550</b>	<b>100</b>

## Qualification Pack

### Acronyms

<b>NOS</b>	National Occupational Standard(s)
<b>NSQF</b>	National Skills Qualifications Framework
<b>QP</b>	Qualifications Pack
<b>TVET</b>	Technical and Vocational Education and Training

## Qualification Pack

### Glossary

<b>Sector</b>	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
<b>Sub-sector</b>	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
<b>Occupation</b>	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
<b>Job role</b>	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
<b>Occupational Standards (OS)</b>	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
<b>Performance Criteria (PC)</b>	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
<b>National Occupational Standards (NOS)</b>	NOS are occupational standards which apply uniquely in the Indian context.
<b>Qualifications Pack (QP)</b>	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
<b>Unit Code</b>	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
<b>Unit Title</b>	Unit title gives a clear overall statement about what the incumbent should be able to do.
<b>Description</b>	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
<b>Scope</b>	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.

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<b>Knowledge and Understanding (KU)</b>	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
<b>Organisational Context</b>	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
<b>Technical Knowledge</b>	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
<b>Core Skills/ Generic Skills (GS)</b>	Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
<b>Electives</b>	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
<b>Options</b>	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.