

Model Curriculum

Florist

SECTOR: AGRICULTURE & ALLIED
SUB-SECTOR: AGRICULTURE CROP PRODUCTION
OCCUPATION: Floriculture Farming
REF ID: AGR/Q0703,
NSQF LEVEL: 4



Certificate

CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

AGRICULTURE SKILL COUNCIL OF INDIA

for the

MODEL CURRICULUM

Complying to National Occupational Standards of
Job Role/Qualification Pack: **'Florist'** QP No. **'AGR/Q0703 NSQF Level 4'**

Date of Issuance: November 30th, 2017

Valid up to: March 31st, 2021

* Valid up to the next review date of the Qualification Pack



S. S. Anand
Authorised Signatory
(Agriculture Skill Council of India)

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Florist

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of an “Florist”, in the “Agriculture & Allied” Sector/Industry and aims at building the following key competencies amongst the learner

Program Name	Florist		
Qualification Pack Name & Reference ID.	AGR/Q0703		
Version No.	1.0	Version Update Date	
Pre-requisites to Training	Class 8, preferably		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Identify various annuals, biennials, perennials & their parts used in flower arrangement (loose flower, cut flower and cut greens) • Procure and maintain the condition of cut flowers • Take good care of flowers & foliage in the shop by using all the correct post-harvest conditioning solutions • Create decorative flower arrangement • Practice health & safety at the work place: Well versed with health and safety measures in terms of personal as well as others’ safety and introduction to harmful practices of designing and execution 		

This course encompasses 8 out of 8 National Occupational Standards (NOS) of “Florist” Qualification Pack issued by “Agriculture Skill Council of India”.

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1	Introduction Theory Duration (hh:mm) 05:00 Practical Duration (hh:mm) 00:00 Corresponding NOS Code: Bridge Module	<ul style="list-style-type: none"> Understand general discipline in the class room (Do’s & Don’ts) Understand the role of a Florist and the progression pathways Get acquainted with the scope & importance of floristry Gain knowledge about aesthetic principles for flower arranging 	Laptop, white board, marker, projector
2	Procure and maintain condition of cut flowers Theory Duration (hh:mm) 10:00 Practical Duration (hh:mm) 15:00 Corresponding NOS Code: AGR/N0706	<ul style="list-style-type: none"> Get equipped with the basic knowledge of different types of plants Identify various annuals, biennials, perennials used in flower arrangement Identify loose flower, cut flower and cut greens Get acquainted with the botanical and common names for a range of flowers and foliage Familiarize with seasonal availability of a range of flowers and foliage Procure the flowers and plant parts as per standard procedures as per the requirement Remove dead and damaged material from flowers and foliage. Identify pest and disease and deal with it Grade flowers according to the standards Understand the effects of environmental conditions, including; temperature, humidity, light and water/food supply, and how it affects flowers & foliage Enhance shelf life of cut flowers Prepare & Apply pulsing & holding solution Provide nutrition to flowers and foliage Dispose or re-use cut materials that are no longer saleable 	Laptop, white board, marker, projector, Flowers (Loose/cut), Cut greens/ foliage, Secateur, Knife, Buckets, Sprayer, Flower pin holder, Stapler, Binding wire, Stub wire, Floral foam, Clear adhesive tape, Ribbon Bowls and vases, Baskets, Paints and clear varnish, Paint brush and sprayer, Scale, Flower catalogue, sprayer, Scale, Sucrose, Chemical (citric acid, benzoic acid, silver nitrate, Stirrer, Chemical balance (Electronic), Volumetric flask, Measuring cylinder Beaker (150 & 100 ml volume), Alcohol, Knife
3	Plan floristry designs Theory duration (hh:mm) 10:00	<ul style="list-style-type: none"> Get acquainted with floral design terminology & design concepts Get acquainted with the Principles and Elements of design Work on colour scheme Understand different types of floral 	Laptop, white board, marker, projector, Flower catalogue,

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	Practical Duration (hh:mm) 20:00 Corresponding NOS Code: AGR/N0707	arrangements <ul style="list-style-type: none"> • Interpret what customer wants • Work out the floral design keeping in consideration the customers requirement • Ensure availability of materials according to season and price • Prepare costing for all floral work and work within budget 	
4	Prepare and assemble floristry items Theory Duration (hh:mm) 10:00 Practical Duration (hh:mm) 15:00 Corresponding NOS Code: AGR/ N0708	<ul style="list-style-type: none"> • Understand different types of products and materials required for floral design • Get acquainted with different techniques for assembling floristry designs • Select appropriate materials, tools and equipment and assemble for the planned designs • Assemble the flowers and foliage and other materials according to the agreed specifications • Check the flowers and foliage and material and ensure quality and provide nutrition • Undertake floral work/ arrangement • Prepare Ikebana • Review the finished designs against the agreed specifications and ensure adherence • Prepare and maintain system specification sheets for every design, against which can evaluate completed designs 	Laptop, white board, marker, projector, Flowers (Loose/cut), Cut greens/ foliage, Secateur, Knife, Buckets, Sprayer, Flower pin holder, Stapler, Binding wire, Stub wire, Floral foam, Clear adhesive tape, Ribbon Bowls and vases, Baskets, Paints and clear varnish, Paint brush and sprayer, Scale, Sucrose, Chemical (citric acid, benzoic acid, silver nitrate, Stirrer, Chemical balance (Electronic), Volumetric flask, Measuring cylinder Beaker (150 & 100 ml volume), Alcohol, Knife Needles of different size, Nylon thread, Cellophane paper, Card hard paper, Thread, Container/foam, Bamboo basket, Foam block, Wood shavings, Fine saw Fixtures – single bar or split bar, Containers or vases – ceramic, stone, plastic glass, wooden, Earthen pots/ metallic containers, Desiccants – sand and silica gel, Plant press, Blotting/ newspaper sheets, Razor blade, Flower cutter,

Sr. No.	Module	Key Learning Outcomes	Equipment Required
			Forceps, Broomsticks, Thin steel wire, Wooden items made of driftwood, Thermocol, Pale brown foam, Stones of various shapes and colour, Glass containers, Glass adhesive or synthetic resin adhesive, Muslin cloth pouch, Silica gel crystals
5	Carry out packaging of floristry items Theory Duration (hh:mm) 10:00 Practical Duration (hh:mm) 25:00 Corresponding NOS Code: AGR/ N0709	<ul style="list-style-type: none"> Familiarize with handling techniques for different plant materials Get acquainted with different types of packing and presentation techniques Identify & select different materials used for packaging of flowers & floral products Pack and store finished designs to minimise deterioration Undertake proper labelling & ensure timely delivery Recycle material, store left over material and dispose wastage Undertake store, inventory, quality management 	Laptop, white board, marker, projector, Needles of different size, Nylon thread, Cellophane paper, Card hard paper, Thread, Container/ foam, Bamboo basket, Foam block, Wood shavings, Fine saw Fixtures – single bar or split bar, Containers or vases – ceramic, stone, plastic glass, wooden, Earthen pots/ metallic containers, Desiccants – sand and silica gel, Plant press, Blotting/ newspaper sheets, Razor blade, Flower cutter, Forceps, Thermocol
6	Display finished products for sale Theory Duration (hh:mm) 10:00 Practical Duration (hh:mm) 15:00 Corresponding NOS Code: AGR/ N0710	<ul style="list-style-type: none"> Get acquainted with common design of floral shop Draw diagram of floral shop and show various components Clean and prepare the display area as per the SOP Display the floral arrangements to its best advantage in terms of space & position without causing any obstruction Ensure the size of the display is in proportion and ensure all displays are in clean and good condition Label display stock in the store Check clarity and accuracy of labels 	Laptop, white board, marker, projector, Label, labelling equipment, pen, paper
7	Sell floral	<ul style="list-style-type: none"> Understand types of customers, their 	Laptop, white board,

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	arrangements Theory Duration (hh:mm) 10:00 Practical Duration (hh:mm) 10:00 Corresponding NOS Code: AGR/ N0711	requirements, priority and respond as per their need <ul style="list-style-type: none"> • Assess the daily, weekly and monthly requirement for flowers • Prepare album containing photographs of different types of arrangements • Adopt various means of popularization of floral arrangements • Help customers in making purchase decisions • Plan and organize the work order, jobs received and prioritize the work based on the instructions received • Handle problems and complaints when dealing with customers • Promote sales and goodwill 	marker, projector
8	Complete documentation and record keeping for floriculture Theory Duration (hh:mm) 10:00 Practical Duration (hh:mm) 10:00 Corresponding NOS Code: AGR/ N0712	<ul style="list-style-type: none"> • Document and maintain records related to raw materials, packing material, vendor and supplier details, seasonal availability etc • Keep records of received materials and dispatches • Maintain documental process of raw materials and finished products • Document customers' feedback • Document data for online ERP • Calculate total expenditure of floral shop • Calculate annual income • Calculate Profit/Loss (Annual) 	Laptop, white board, marker, projector
9	Maintain safety and hygiene for floriculture Theory Duration (hh:mm) 05:00 Practical Duration (hh:mm) 10:00 Corresponding NOS Code: AGR/ N0713	<ul style="list-style-type: none"> • Understand possible physical, chemical and biological hazards and methods of prevention of various hazards • Comply with the safety and hygiene standards & understand personal hygiene requirements • Ensure personal hygiene by use of gloves, hairnets, masks, ear plugs, goggles, shoes, etc. • Use appropriate packaging materials, and store plant material in designated area, free from pests, flies and infestations • Use safety equipment such as fire extinguisher, first aid kit and eye-wash • Follow housekeeping practices by having designated area for materials/tools • Use sanitizers to clean work area and equipments 	Laptop, white board, marker, projector, first aid kit, gloves, mask, boots, goggles, fire extinguisher

Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<ul style="list-style-type: none"> Dispose waste safely & correctly in designated area Conduct workplace checklist audits before and after work to ensure safety and hygiene Report any accident, incident or problem without delay to an appropriate person 	
	Total Duration: Theory Duration (hh:mm) 80:00 Practical Duration (hh:mm) 120:00	Unique Equipment Required: Flowers (Loose/cut), Cut greens/ foliage, Secateur, Knife, Buckets, Sprayer, Flower pin holder, Stapler, Binding wire, Stub wire, Floral foam, Clear adhesive tape, Ribbon Bowls and vases, Baskets, Paints and clear varnish, Paint brush and sprayer, Scale, Sucrose, Chemical (citric acid, benzoic acid, silver nitrate, Stirrer, Chemical balance (Electronic), Volumetric flask, Measuring cylinder, Beaker (150 & 100 ml volume), Alcohol, Knife, Needles of different size, Nylon thread, Cellophane paper, Card hard paper, Thread, Container/ foam, Bamboo basket, Foam block, Wood shavings, Fine saw, Fixtures – single bar or split bar, Containers or vases – ceramic, stone, plastic glass, wooden, Earthen pots/ metallic containers, Desiccants – sand and silica gel, Plant press, Blotting/ newspaper sheets, Razor blade, Flower cutter, Forceps, Broomsticks, Thin steel wire, Wooden items made of driftwood, Thermocol, Pale brown foam, Stones of various shapes and colour, Glass containers, Glass adhesive or synthetic resin adhesive, Muslin cloth pouch, Silica gel crystals, label	

Grand Total Course Duration: **200 Hours, 0 Minutes**

(This syllabus/ curriculum has been approved by [Agriculture Skill Council of India](#))

Trainer Prerequisites for Job role: “Florist” mapped to Qualification Pack: “AGR/Q0703, v1.0”

Sr. No.	Area	Details
1	Description	Trainer is responsible for educating the trainees – different types of flowers & foliage, selection of flowers and foliage according to customer requirements, processing them, making creative designs by arranging them, packaging & selling them, safety & hygiene practices
2	Personal Attributes	The individual should be able to demonstrate skills of, communication skills, observation skills, practical oriented skills and decision making for instant problem solving. Trainer should be Subject Matter Expert.
3	Minimum Educational Qualifications	10+2
4a	Domain Certification	Certified for Job Role: “Florist” mapped to QP: “AGR/Q0703, v1.0”. Minimum accepted score is 80%.
4b	Platform Certification	Certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “MEP/Q0102”. Minimum accepted score is 80%
5	Experience	<ul style="list-style-type: none"> • Graduate (Agriculture / Horticulture / Forestry/ Botany) with 6 months of relevant work experience • Any other Graduate with 10+2 in Science with 2 years of relevant work experience and a total of 3 years work experience • Diploma (landscaping/Agriculture/Horticulture)[after 10+2] with 3 years of relevant work experience and a total of 4 years work experience • 10+2 with 4 years of relevant work experience and a total of 5 years work experience

Annexure: Assessment Criteria

Assessment Criteria	
Job Role	Florist
Qualification Pack	AGR/Q0703, v1.0
Sector Skill Council	Agriculture Skill Council of India

Guidelines for Assessment

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each 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 PC
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC
3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criteria
5. To pass the Qualification Pack, every trainee should score a minimum of 70% in aggregate
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack

Assessable outcomes	Assessment criteria for outcomes	Marks Allocation			
		Total Marks	Out Of	Theory	Skills Practical
1. AGR/N0706: Procure and maintain condition of cut flowers	PC1. identify relevant flowers and foliage accurately		8	2	6
	PC2. procure the flowers and foliage parts as per standard procedures as per the requirement		8	2	6
	PC3. identify and check the incoming materials for acceptability in terms of type, quantity and quality and also, identify any pests and diseases associated with them		10	3	7
	PC4. take appropriate measures to tackle any issues in the incoming materials		10	3	7
	PC5. clean and maintain the cleanliness of the work area using approved sanitizers and keep it free from dust, waste, flies and pests		8	2	6
	PC6. prepare appropriate containers for incoming materials, adhering to hygiene standards		8	2	6
	PC7. identify cut materials and take appropriate measures to take care of them, both in storage and display		10	3	7
	PC8. plan the development of the product and identify timelines for the sale of the cut materials		10	4	6
	PC9. ensure proper environmental conditions for keeping the cut materials and provide nutrition to ensure high value during sales		10	3	7
	PC10. monitor the cut materials for any damage due to pests and infections and report the issues if any		10	3	7
	PC11. dispose or re-use cut materials that are no longer saleable		8	3	5
			100	30	70
2.AGR/N0707:Plan floristry designs	PC1. identify and understand customer requirements		15	5	10
	PC2. generate plans that would meet the customer requirements		15	5	10
	PC3. research and use creativity to come up with suitable designs that can cater to the customer needs		20	5	15
	PC4. communicate the design concept to relevant stakeholders		15	5	10
	PC5. identify materials that are relevant to customer needs, design requirements and based on seasonal availability		20	5	15
	PC6. understand the need for modifications if any and discuss the same with the customer to ensure		15	5	10

	that his/her requirements are adhered to				
			100	30	70
3. AGR/N0708: Prepare and assemble floristry items	PC1. obtain and understand the specifications for the floral design		5	2	3
	PC2. create a work plan based on the specifications obtained and seek clarifications when required		5	2	3
	PC3. construct the design in a manner which minimises wastage and less damage		5	1	4
	PC4. use appropriate conditioning methods and ensure that the materials are handled safely		5	2	3
	PC5. review the design against the specifications regularly and incorporate appropriate changes whenever necessary		5	1	4
	PC6. adhere to agreed timelines for preparation of the designs		5	1	4
	PC7. evaluate the designs prepared and check for adherence to agreed specifications. make final adjustments if any		5	1	4
	PC8. pack and store the designs prepared in appropriate conditions that minimize damage ensure good shelf life.		5	1	4
	PC9. maintain proper records for production		5	2	3
	PC10. select appropriate materials, tools and equipments for assembling planted designs		5	1	4
	PC11. assemble the flowers and foliage and other materials according to the agreed specifications		5	1	4
	PC12. check the flowers and foliage and material for ensuring quality and provide nutrition to ensure the quality is maintained		5	2	3
	PC13. review the finished designs against the agreed specifications and ensure adherence to requirements		5	2	3
	PC14. store the finished designs in a clean appropriate environment that is suitable for storage of flowers and foliage		5	2	3
	PC15. dispose waste generated in an appropriate manner		5	2	3
	PC16. select and prepare materials, tools and equipments required to produce basic floristry designs		5	1	4
	PC17. assemble the designs using appropriate techniques according to		5	1	4

	given specifications				
	PC18. review the finished designs against the agreed specifications and ensure adherence to requirements		5	2	3
	PC19. store the finished designs in a clean appropriate environment that is suitable for storage of flowers and foliage		5	1	4
	PC20. dispose waste generated in appropriate manner		5	2	3
			100	30	70
4. AGR/N0709: Carry out packaging of floristry items	PC1. prepare the material required for packing and ensure good quality		15	5	10
	PC2. wrap the product and ensure proper sealing in a manner that is suitable for the type of design and the mode of transport		20	5	15
	PC3. ensure that agreed timelines are met for packing in order to ensure timely delivery or collection		15	5	10
	PC4. check the final package to ensure adherence to customer requirements		15	5	10
	PC5. label and store the packages to be delivered or collected		20	5	15
	PC6. dispose waste in an appropriate manner		15	5	10
			100	30	70
5.AGR/N0710:Display finished products for sale	PC1. identify the requirements for display in terms of stock, space, position of display etc. and seek clarification in case of any doubts		10	3	7
	PC2. ensure that the display does not cause any obstruction and reports such cases if it arises		10	3	7
	PC3. make sure that the size of the display area is right according to the products to be displayed		10	3	7
	PC4. gather the products that need to be displayed and ensure that they are clean and in good condition		10	3	7
	PC5. clear , clean and prepare the display area following the sops		10	3	7
	PC7. ensure that the right labels are given to the right display products		10	3	7
	PC8. ensure clarity, accuracy and legitimacy of the labels		10	3	7
	PC9. ensure that any requirement for change in the labelling is communicated to the right personnel		10	3	7
	PC10. ensure that the lables are properly in place and is placed such that the customers can easily view them and identify the display goods		10	3	7

	PC11. ensure that the labelling process is completed within the given time		10	3	7
			100	30	70
6. AGR/N0711: Sell floral arrangements	PC1. describe and explain all product features in a manner that can be easily understood by the customers		30	15	15
	PC2. compare and contrast the different products, thus enabling the customer to make decisions easily		20	5	15
	PC3. identify opportunities to enlighten the customer about associated or additional products in a way that promotes sales and goodwill		50	10	40
			100	30	70
7. AGR/N0712: Complete documentation and record keeping for floriculture	PC1. document and maintain records of details of raw materials and packaging materials such as name of raw materials, type and variety, vendor/supplier details, grown area, grown season, quantity, receiving date, supplier details, receiving date/ date of manufacture, expiry date, supplier quality document, quality parameters of all raw materials, internal quality analysis report, etc. as per organisation standards		20	10	10
	PC2. document and maintain record of observations (if any) related to raw materials and packaging materials		15	10	5
	PC3. verify the documents and track from finished product to raw materials, in case of quality concerns and during quality management system audits		15	10	5
	PC4. document and maintain records of the types of finished products produced		15	10	5
	PC5. document and maintain records of the finished products details such as batch number, time of packing, date of manufacture, date of expiry, other label details, primary, secondary and tertiary packaging materials for all finished products, storage conditions, etc. as per organisation standards		20	10	10
	PC6. document and maintain record of observations or deviations (if any) related to finished products		15	10	5
				100	60
8. AGR/N0713: Maintain safety and hygiene for floriculture	PC1. comply with safety and hygiene procedures followed in the organisation		15	5	10
	PC2. ensure personal hygiene by use of gloves, hairnets, masks, ear plugs,		15	5	10

	goggles, shoes, etc.				
	PC3. pack products in appropriate packaging materials, label and store them in designated area, free from pests, flies and infestations		15	5	10
	PC4. use safety equipment such as fire extinguisher, first aid kit and eye-wash station when required		10	2	8
	PC5. follow housekeeping practices by having designated area for materials/tools		15	5	10
	PC6. identify, document and report problems such as rodents and pests to management		15	3	12
	PC7. conduct workplace checklist audits before and after work to ensure safety and hygiene		15	5	10
			100	30	70