

Curriculum

Ducor Institute of Vocational and Technical Development

DEVT

Introduction

This curriculum is designed to provide hands-on, practical training in various vocational fields, equipping students with job-ready skills and entrepreneurial knowledge. Each program is structured into diploma programs (1-6 months) and advanced diploma programs (7-12 months) based on complexity and industry requirements.

1. Tailoring and Fashion Design

Diploma Program (1-6 months)

- Introduction to Sewing and Pattern Making
- Fabric Selection and Cutting Techniques
- Basic Garment Construction
- Alterations and Embroidery
- Customer Service and Basic Business Skills
- Advanced Sewing Techniques and Fashion Illustration
- Garment Construction for Men's, Women's, and Children's Wear
- Branding and Fashion Entrepreneurship
- Digital Marketing for Fashion Business
- Practical Internship

Advanced Diploma Program (7-12 months)

- Couture Design and Bespoke Tailoring

- Sustainable Fashion and Textile Design
- Fashion Business Development and Export Market Strategies
- Internship and Final Project

2. Computer Science and Office Productivity

Diploma Program (1–6 months)

- Basic Computer Literacy

MS Word

MS Excel

MS PowerPoint

MS Access

MS Publisher 2019

MS Outlook 2019

Internet Research

Computer Maintenance

Office Management

Advanced Diploma Program (6–12 months)

- Introduction to Graphic Design (Adobe Photoshop, Canva)
- Basic Web Development (HTML, CSS)
- Introduction to Digital Marketing
- Web Development (JavaScript, WordPress, UX/UI)
- Advanced Graphic Design & Video Editing
- Networking and Cybersecurity Fundamentals

- Social Media Marketing & E-commerce
- Software Development (Python, Java)
- Cybersecurity and Ethical Hacking
- IT Business and Freelancing Skills
- Final Project and Internship

3. Driving School

Certificate Program (3–6 months)

- Road Safety and Traffic Rules
- Defensive Driving Techniques
- Basic Vehicle Maintenance
- Driving Practical (Light Vehicles)
- Driving Test Preparation

Diploma Program (6–12 months)

- Commercial Driving (Heavy Vehicles, Trucks, Buses)
- Passenger and Cargo Transport Regulations
- Emergency Situations and First Aid
- Entrepreneurship for Transport Business

Advanced Diploma Program (12–18 months)

- Fleet Management and Logistics
- Advanced Vehicle Maintenance
- Public Transport Business Management

4. Plumbing and Pipefitting

Diploma Program (1–6 months)

- Introduction to Plumbing Tools and Equipment
- Basic Pipe Installation and Maintenance
- Plumbing Safety and Regulations
- Water Supply Systems
- Advanced Piping and Fittings
- Drainage and Sewage System Installation
- Gas Piping and Fire Protection Systems
- Plumbing Business Management

Advanced Diploma Program (7-12 months)

- Green Plumbing and Sustainable Water Systems
- Large-Scale Plumbing Systems
- Final Project and Internship

5. Carpentry and Woodwork

Diploma Program (1–6 months)

- Introduction to Woodworking Tools and Materials
- Basic Furniture Making
- Wood Joinery and Finishing Techniques
- Safety and Workshop Management

Advanced Diploma Program (6–12 months)

- Advanced Cabinet Making and Interior Woodwork
- Roofing and Construction Carpentry
- Wood Carving and Custom Furniture Design
- Business and Marketing for Carpenters
- Sustainable Woodworking and Alternative Materials
- Large-Scale Woodwork and Construction Projects
- Internship and Business Start-Up Training

6. Cosmetology and Beauty Therapy

Diploma Program (1–6 months)

- Introduction to Hairdressing and Styling
- Basic Skincare and Facial Treatments
- Manicure, Pedicure, and Nail Art
- Customer Service in the Beauty Industry

Advanced Diploma Program (6–12 months)

- Advanced Hair Styling and Coloring
- Bridal Makeup and Special Effects Makeup
- Spa Management and Aromatherapy
- Salon Business and Branding
- Cosmetic Product Formulation
- Advanced Aesthetic Treatments
- Salon Management and Expansion Strategies

7. Pastry and Baking

Diploma Program (1–6 months)

- Introduction to Baking Tools and Ingredients
- Bread and Pastry Making Techniques
- Cake Decoration Basics
- Food Safety and Hygiene

Advanced Diploma Program (6–12 months)

- Advanced Cake Decoration and Sugar Art
- Specialty Breads and International Pastries
- Menu Planning and Pricing Strategies
- Bakery Business and Marketing
- Gourmet Desserts and Confectionery
- Industrial Baking and Mass Production
- Food Business Development and Export Strategies

8. Soap Making and Organic Products

Diploma Program (1–6 months)

- Introduction to Soap Making Ingredients and Tools
- Basic Bar and Liquid Soap Making
- Scenting and Coloring Techniques
- Packaging and Labeling

Advanced Diploma Program (6–12 months)

- Production of Organic Skincare and Haircare Products
- Advanced Soap Formulation (Medicated Soaps, Specialty Soaps)
- Certification and Legal Compliance in Cosmetics Business
- Branding and Marketing
- Large-Scale Manufacturing and Distribution
- Sustainable and Eco-Friendly Production
- Business Development and Export Market Entry

9. Event Decorations

Diploma Program (1–6 months)

- Fundamentals of Interior Design
- Color Theory and Space Planning
- Basic Home and Office Décor Techniques
- DIY Décor Projects

Advanced Diploma Program (6–12 months)

- Advanced Space Planning and Layout Design
- Event Decoration and Floral Arrangements
- Digital Interior Design Software (AutoCAD, SketchUp)
- Business and Client Management
- Luxury and Commercial Interior Design
- Green and Sustainable Interior Design
- Internship and Business Setup Support

10. Air Conditioning and Refrigeration Repair

Diploma in Air Conditioning & Refrigeration (1-6 Months)

- Introduction to Refrigeration and AC Systems
- Tools, Equipment, and Safety
- Basic Installation and Maintenance
- Troubleshooting and Basic Repairs
- Customer Service and Small Business Skills
- Advanced Refrigeration Cycles and Controls
- Commercial and Industrial Systems
- Advanced Troubleshooting and Repairs
- Internship and Final Project

Advanced Diploma in Air Conditioning & Refrigeration (6-12 Months)

- Energy Efficiency and Green Technologies
- Business and Service Operations
- Advanced Industrial Refrigeration & HVAC Systems
- Automation and Smart Systems
- Large-Scale Installation Project Management
- Business Expansion and Export Services
- Final Internship and Capstone Project

11. Satellite TV Installation

Diploma Program (1-6 Months)

- Introduction to Satellite Communication
- Tools and Equipment
- Dish Installation and Alignment
- Receiver Setup and Troubleshooting
- Practical Project & Assessment
- Multi-Dish and Multi-Switch Systems
- Cable Management and System Integration
- Advanced Troubleshooting and Repairs

- Business Skills for Installers
- Internship & Final Project

Advanced Diploma in Satellite & Digital Communication Systems (7-12 months)

- VSAT Systems and Broadband Internet
- IPTV and Digital Broadcasting
- Enterprise and Multi-Unit Installations
- Business Development and Service Expansion
- Final Capstone Project

12. Organizational and Ethical Leadership

Diploma in Organizational Leadership (1-6 months)

- Introduction to Leadership Theories
- Workplace Ethics and Professionalism
- Communication and Conflict Resolution
- Practical Leadership Project
- Strategic Leadership and Management
- Human Resource Leadership
- Capstone Project and Internship

Advanced Diploma in Leadership and Organizational Development (7-12 months)

- Advanced Organizational Development
- Business Ethics and Corporate Governance
- Ethical Leadership and Governance
- Innovation and Strategic Decision-Making
- Research Project & Thesis

Evaluation and Certification

- Continuous Assessment: Practical projects, assignments, and class participation.
- Final Examination: Theory and hands-on skill tests.
- Internships & Apprenticeships: Practical experience in real-world work settings.

- Certification: Recognized certificates and diplomas accredited by relevant authorities.

Entrepreneurship and Business Development (For All Programs)

- Financial Literacy and Budgeting
- Business Planning and Management
- Marketing Strategies and Customer Service
- Digital Sales and E-commerce
- Legal and Tax Requirements for Small Businesses

Conclusion

This curriculum is structured to provide practical, industry-relevant skills that empower students to secure employment or start their own businesses.