केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षामंत्रालय, भारतसरकारकेअधीनएकस्वायत्तसंगठन)

CENTRAL BOARD OF SECONDARY EDUCATION
(An Autonomous Organisation Under the Ministry of Education, Govt. of India)

CBSE/Dir/SE/2023

6th April 2023
Circular No.: Skill-48/2023

The Heads of all Institutions
Affiliated to CBSE

Subject: **Introduction of Skill Modules for Middle School students under NEP-2020**

Greetings from the CBSE!

As you are aware that the National Education Policy-2020 has given lots of emphasis on promoting Skill education in schools.

This policy aims to overcome the social status hierarchy associated with vocational education and requires integration of vocational education programmes into mainstream education in all education institutions in a phased manner. Beginning with vocational exposure at early ages in middle and secondary school, quality vocational education will be integrated smoothly into higher education. It will ensure that every child learns at least one vocation and is exposed to several more. This would lead to emphasizing the dignity of labour and importance of various vocations involving /Indian arts and artisanship.

In compliance of this, CBSE has introduced following Skill Modules (each of 12-15 hours duration) for students of classes VI-VIII, which are aligned to the Skill subjects being offered in Secondary and Senior Secondary classes:

(1)	Artificial Intelligence	(17)	Humanity & Covid-19
(2)	Beauty & Wellness	(18)	Blue Pottery
(3)	Design Thinking & Innovation	(19)	Pottery
(4)	Financial Literacy	(20)	Block Printing
(5)	Handicrafts	(21)	Food
(6)	Information Technology	(22)	Food Preservation
(7)	Marketing/ Commercial Application	(23)	Baking
(8)	Mass Media – Being Media Literate	(24)	Herbal Heritage
(9)	Travel & Tourism	(25)	Khadi
(10)	Coding	(26)	Mask making
(11)	Data Science (Class VIII only)	(27)	Mass Media
(12)	Augmented Reality / Virtual Reality	(28)	Making of a Graphic Novel
(13)	Digital Citizenship	(29)	Kashmiri Embroidery
(14)	Life Cycle of Medicine & Vaccine	(30)	Embroidery
(15)	Things You should know about keeping Medicines at home	(31)	Rockets
(16)	What to do when Doctor is not around	(32)	Satellites
		(33)	Application of Satellites

The following maybe noted with regard to the introduction of Skill Modules in the school:
➢ The Skill Modules are of 12-15 hours duration.
➢ 70% of the time duration must be devoted to hands-on activities and 30% for theory.

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'ShikshaSadan', 17, Rouse Avenue, Institutional Area, New Delhi – 110002

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- The schools can use the 'Bagless Days' or the vacation time (Winter break, Autumn break, Summer break) or Summer Camps or Activity Periods, etc. to teach the Skill Modules.
- Schools can also explore to have a regular period for selective Skill Modules to encourage more students to opt from this academic session.
- Schools/ students are free to opt any Skill Module(s) in class VI/ VII/ VIII.
- Irrespective of the class, students opting for any Skill Module shall have to start with the first module of a topic and move on to subsequent modules.
- The students are free to opt for more than one Skill Module in a class/ Academic session. But may not be encouraged to do more than one Skill Module simultaneously.
- Students can take up the next Skill Module of the same topic or can take up the Skill Module of another topic after completing the previous Skill Module.
- The school may hire teachers/trainers for teaching these Skill Modules. However, the existing teachers can also be deputed for teaching of these modules. A suggestive list of existing subject teachers who can be engaged to teach the Skill Modules is being shared for reference (Ann. A).
- The assessment of Skill Modules is to be done by the school as per the guidelines/ criteria/ modalities for assessment which shall be provided by CBSE shortly.
- The Skill Modules can also be offered by the school through the respective Hobby Clubs/ Innovation clubs/ Skill Clubs, etc. (if available).
- School can offer Skill Modules even through Hubs of Learning or under the Skill Hub initiative.
- No fee is to be paid by the affiliated schools to CBSE for introducing any Skill Module.
- **Schools who wish to introduce the Skill Modules from classes VI-VIII, should provide information/ details to CBSE.**
  Go to CBSE Main Website (www.cbse.nic.in) or Academic Website (www.cbseacademic.nic.in). Click on tile of School As Knowledge & Skill Hub (SAKSH), then click Skill Education (Class VI, VII, VIII) or use link https://cbseit.in/cbse/2023/spe/applogin.aspx
- The study material of all the Skill Modules being offered by CBSE is available on CBSE academic website (https://cbseacademic.nic.in) on the 'Skill Education' webpage under the books section (for Middle school). (https://cbseacademic.nic.in/skill-education-books.html)
- The study material for the Skill Modules has been prepared in collaboration with the respective Sector Skills Councils/ Industry representatives/ Organizations (list annexed at Ann. B). The study material has been prepared in simple language and is primarily activity based.

Therefore, all Schools affiliated to CBSE are requested to select few Skill Modules, which can be conveniently offered from the Academic session 2023-24 with existing infrastructure and manpower available in schools and also suit the demand of students.

For any further queries/ feedback please contact Joint Secretary, Department of Skill Education, CBSE through email at rpsingh@cbseshiksha.in

(Dr. Biswajit Saha)
Director (Skill Education)

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Encl: **Annexure A** – Suggested mapping to existing teachers who can be engaged to teach various Skill Modules

Annexure B – List of collaborating Organizations/ Institutes/ Sector Skills Councils/ NGO/ Agencies/ Industries for preparation of Skill Modules.

Copy to the respective Heads of Directorates, Organizations and Institutions as indicated below with a request to disseminate the information to all the schools under their jurisdiction:

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18, Institutional Area, Shaheed Jeet Singh Marg, Delhi - 110016

2. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida – 201309

3. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi - 54

4. The Director of Public Instructions (Schools), Union Territory Secretariat, Sec. 9, Chandigarh – 160017

5. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim – 737101

6. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar – 791111

7. The Director of Education, Govt. of Andaman & Nicobar Islands, Port Blair – 744101

8. The Director, Central Tibetan School Administration, ESSESS Plaza, Community Centre, Sec. 3, Rohini

9. The Secretary, Sainik Schools Society, Room No.101, D-1 Wing, Sena Bhawan, New Delhi – 110001

10. The Additional Director General of Army Education, A–Wing, Sena Bhawan, DHQ, PO, New Delhi – 01

11. The Secretary AWES, Integrated Headquarters of MoD (Army), FDRC Building No. 202, Shankar Vihar (Near APS), Delhi Cantt – 110010

12. The Secretary Eklavya Model Residential Schools (EMRS), Ministry of Tribal Affairs, Government of India

13. The Chairman, Odisha Adarsha Vidyalaya Sangathan, N-1/9, Near Doordarshan Kendra, PO Sainik School Nayapalli, Bhubaneswar, Odisha-751005

14. The Deputy Secretary to Chairperson, CBSE - for kind information of the Chairperson, CBSE

15. All the Heads of Department of the Board

16. All the Regional Directors/Regional Officers/Head-COEs, CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions for compliance

17. Head (Media & Public Relations), CBSE

18. Assistant Secretary (IT), CBSE, Rouse Avenue with the request to upload this notification on the CBSE Academic website

19. Incharge, Hindi Cell, CBSE HQ – for Hindi Translation of this notification

20. Director (Skill Education)

CENTRAL BOARD OF SECONDARY EDUCATION

SKILL EDUCATION @ MIDDLE LEVEL (VI,VII,VIII)
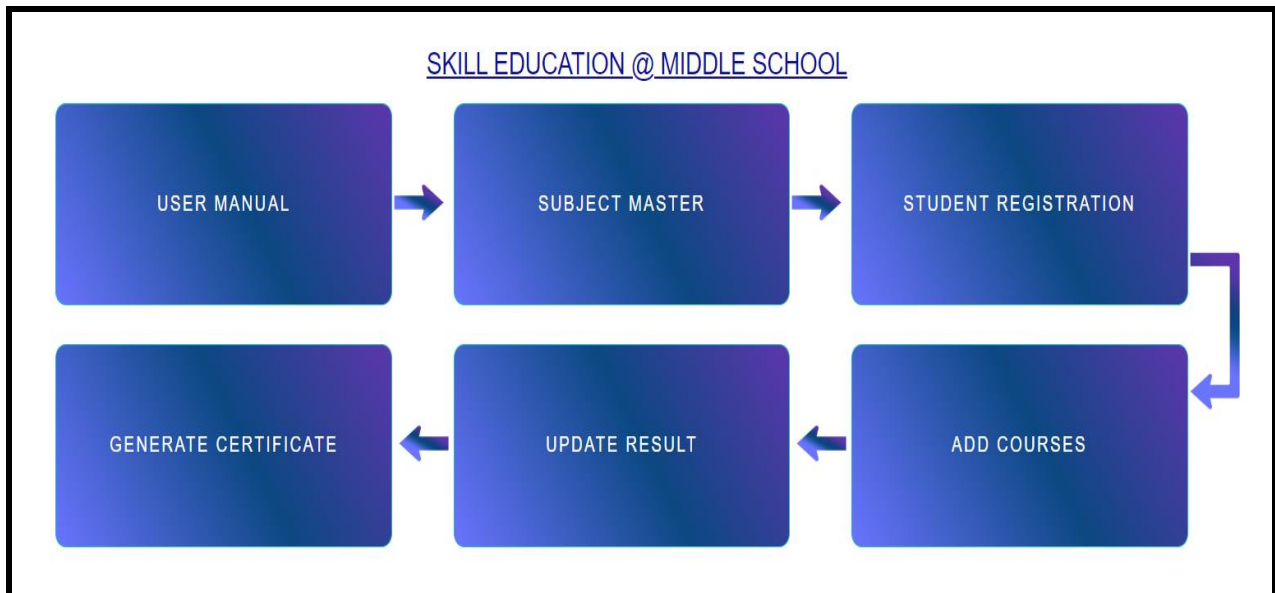
USER MANUAL

SKILL EDUCATION

SKILL EDUCATION

Skill Education of Vocational Education is the skill based learning process –ie, learning things by doing or practice. It envisions imparting knowledge and skills to the students that will help them to use the acquired knowledge in real life situations.

Engaging the students in skill based learning is of great importance. It makes the students confident and independent. These two qualities make students successful in life.

WORKFLOW

SKILL EDUCATION @ MIDDLE SCHOOL

USER MANUAL	→	SUBJECT MASTER	→	STUDENT REGISTRATION

GENERATE CERTIFICATE	←	UPDATE RESULT	←	ADD COURSES

LOGIN

Enter the userid with the affiliation number and password in the login screen, then type Catpta available in the screen.

SUBJECT MASTER

Subject Master gives an overview of Skill Education subjects in this block. All skill subjects are accessible as a pdf document up to the middle school level.

STUDENT REGISTRATION

ADD STUDENTS

Student Name

Class

Select Class

Gender

Select Gender

School Admission No.

BACK   SUBMIT   NEXT MODULE

S.No.	Registration No	Student Name	Gender	Class	
1	SP2399997001	ABC	Male	Class VIII	EDIT
2	SP2399997008	ABCDE	Male	Class VII	EDIT
3	SP2399997004	DTV	Female	Class VIII	EDIT
4	SP2399997007	EDGTH	Female	Class VII	EDIT
5	SP2399997006	ERGGFGDFG	Male	Class VI	EDIT
6	SP2399997005	MNG	Male	Class VIII	EDIT
7	SP2399997002	PGHT	Female	Class VI	EDIT

In the registration form for students, Enter the student's name, class from the dropdown, gender from the dropdown, and school admission number correctly, then click on submit button to save the data.

S.No.	Registration No	Student Name	Gender	Class	
1	SP2399997001	ABC	Male	Class VIII	EDIT
2	SP2399997008	ABCDE	Male	Class VII	EDIT

If you require to make modifications in the data, click on edit button.

ADD COURSES

ADD COURSES

Name of The Skill Education Coordinator

Skill Education Coordinator's Mobile Number

Class

Select Class

Subject Name

Duration (Hours)

Number of Students

BACK   SUBMIT   NEXT MODULE

S.No.	Class	Subject Details	Coordinator Name	Coordinator Mobile No	Duration	No.Students	
1	Class VI	Subject Code : 921A Subject Name : Baking	annu	9876543245	15	2	STUDENT ADD
2	Class VI	Subject Code : 901A Subject Name : Artificial Intelligence	asds	9999999999	15	1	VIEW STUDENT
3	Class VI	Subject Code : 905A Subject Name : Handicrafts	QWERT	9999915859	15	2	VIEW STUDENT
4	Class VI	Subject Code : 922A	TEST COORD	09632587412	15	2	VIEW STUDENT

In the above form, include the name of the coordinator for skill education as well as the class, Mobile number of coordinator, Subject name, duration, and number of students who have taken Skill subjects.

S.No.	Class	Subject Details	Coordinator Name	Coordinator Mobile No	Duration	No.Students	
1	Class VI	Subject Code : 921A Subject Name : Baking	annu	9876543245	15	2	STUDENT ADD
2	Class VI	Subject Code : 901A Subject Name : Artificial Intelligence	asds	9999999999	15	1	VIEW STUDENT
3	Class VI	Subject Code : 905A Subject Name : Handicrafts	QWERT	9999915859	15	2	VIEW STUDENT
4	Class VI	Subject Code : 922A	TEST COORD	09632587412	15	2	VIEW STUDENT

To add a student's name to this course, click on student add button.

Enter the registration number then click on add new row button to add more records, then click the save button.

Once the data will be added click on view button to see List of registered candidates with details.

UPDATE RESULT

Student Name		Class	
		All Class	⌄

BACK   GET DATA   NEXT MODULE

S.No.	Registration No	Student Details	Skill Subject	Result	
1	SP2399997002	Name : RGHT Gender : Female Class : Class VI	Skill Code : 922A Skill Subject : Food (NEW) Duration : 15	Complete	
2	SP2399997006	Name : ERGGFGDFG Gender : Male Class : Class VI	Skill Code : 922A Skill Subject : Food (NEW) Duration : 15	Complete	
3	SP2399997003	Name : VSC Gender : Male Class : Class VII	Skill Code : 912B Skill Subject : Augmented Reality / Virtual Reality Duration : 15	Complete	
4	SP2399997002	Name : RGHT Gender : Female Class : Class VI	Skill Code : 901A Skill Subject : Artificial Intelligence Duration : 15	Complete	

Activate Windows
Go to Settings to activate Windows.

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Once the student has completed the course, click the Edit button to update the result. If the student is complete the course, select COMPLETE from the dropdown menu; otherwise, select NOT-COMPLETE.

Student Name		Class	
		All Class ⌄	

BACK GET DATA NEXT MODULE

S.No.	Registration No	Student Details	Skill Subject	Result	
1	SP2399997002	Name : RGHT Gender : Female Class : Class VI	Skill Code : 922A Skill Subject : Food (NEW) Duration : 15	Complete	
2	SP2399997006	Name : ERGGFGDFG Gender : Male Class : Class VI	Skill Code : 922A Skill Subject : Food (NEW) Duration : 15	Complete	
3	SP2399997003	Name : VSC Gender : Male Class : Class VII	Skill Code : 912B Skill Subject : Augmented Reality / Virtual Reality Duration : 15	Complete	
4	SP2399997002	Name : RGHT Gender : Female Class : Class VI	Skill Code : 901A Skill Subject : Artificial Intelligence Duration : 15	Complete	
5	SP2399997002	Name : RGHT Gender : Female Class : Class VI	Skill Code : 921A Skill Subject : Baking Duration : 15	Not-Complete	
6	SP2399997003	Name : VSC Gender : Male	Skill Code : 921A Skill Subject : Baking		EDIT

If the student has not completed the skill course, the outcome will be not complete. The certificate is not available for those students.

GENERATE CERTIFICATE

GENERATE CERTIFICATE

Student Name

Class

All Class ▾

BACK   GET DATA

S.No.	Registration No	Student Details	Skill Subject	Result	
1	SP2399997002	Name : RGHT Gender : Female Class : Class VI	Skill Code : 922A Skill Subject : Food (NEW) Duration : 15	Complete	GENERATE CERTIFCATE
2	SP2399997006	Name : ERGGFGDFG Gender : Male Class : Class VI	Skill Code : 922A Skill Subject : Food (NEW) Duration : 15	Complete	GENERATE CERTIFCATE
3	SP2399997003	Name : VSC Gender : Male Class : Class VII	Skill Code : 912B Skill Subject : Augmented Reality / Virtual Reality Duration : 15	Complet	GENERATE CERTIFCATE
4	SP2399997002	Name : RGHT Gender : Female Class : Class VI	Skill Code : 901A Skill Subject : Artificial Intelligence Duration : 15	Complete	GENERATE CERTIFCATE

Students who have completed the skill education course. Students who did not finish the course are not visible. The school will generate certificates for those students by clicking the Generate Certificate button.

Sample of certificate is given below:

MINISTRY OF
EDUCATION
GOVERNMENT OF INDIA

Ministry of Education
proudly confer this Certificate of Participation to

RGHT (SP2399997002)

In appreciation of his or her
15-day participation in the "Food (NEW)" Skill course.

Dr. Biswajit Saha
Training & Skill Education, CBSE

Sh. R. P. Singh
Joint Secretary

PRINT

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