

SI no	NOS	Performance Criteria	Marks	Difficulty level	Question Type	Question	answers	rubrics marks
1	RAS/N0606: Facilitate acquisition of secondary sales orders	PC1. Create distributor wise target plan for the assigned territory based on opportunity & potential PC2. Facilitate the creation of an efficient route /and beat plan for distributor salespeople PC3. Guide Distributor Salespeople in creating route wise & beat wise periodic sales targets	10	D1	viva	How would you book a personal order for a product at a retailer's location?	1.Greet and identify the customer 2. Determine the product and quantity 3. Check product availability 4. Process payment and complete order 5.Confirm and follow up	2 2 2 2 2
2	RAS/N0607: Manage operations at distributor point	PC1. Procure orders from distributor in line with secondary sales achievements to meet the primary sales targets of the territory PC2. Follow-up with the distributor to ensure in time delivery of the	10	D1	viva	How would you design an incentive scheme for distributor salesmen and ensure timely disbursal, while also ensuring they are aware of the company's escalation matrix?	1.Clear goals and targets 2.Incentive structure 3.Regular monitoring and feedback 4.Timely disbursal 5.Escalation matrix awareness	2 2 2 2 2
3	RAS/N0608: Manage modern trade	PC1. Visit modern retail stores as per the PJP and beat plan PC2. Liaise with merchandising team, category management team, store managers, department managers to implement sales and	10	D1	viva	How would you assist your supervisor in forecasting brand and SKU-wise sales, and review and interpret competition in the modern trade market?	1.Data collection 2. Sales forecasting 3.Brand and SKU analysis 4.Competitor analysis 5.Insightful recommendations	2 2 2 2 2
4	RAS/N0609: Implement sales promotion activities	PC1. Identify key locations and or retail outlets to set up the promotions PC2. Ensure the promotions of the brand and products are setup at the designated location	10	D2	RP	You are a Sales Promotion Executive for a leading FMCG company. Your supervisor assigns you to implement a sales promotion campaign for a new product launch in a prominent retail store.You need to coordinate	1.Location identification 2.Communication 3.Resource allocation 4.Setup and monitoring 5.Evaluation and reporting	2 2 2 2 2
5	RAS/N0610: Build and retain effective sales relationships with customers	PC1. Identify customers with whom to build effective sales relationships and prioritise an outreach PC2. Establish existing and potential customer needs and expectations and balance them with the organisation's sales strategy PC3. Develop a customer relationship plan and Agree with the customer the basis on which the	10	D2	RP	You are a Sales Representative for a leading IT solutions company. Your supervisor assigns you to build a sales relationship with a potential client, XYZ Corporation. Role-play task: You need to establish a strong sales relationship with the client, understand their needs, and provide mutually beneficial solutions.	. Identify and Prioritize Customer . Establish Customer Needs and Expectations .Develop Customer Relationship Plan .Negotiate Sales Solutions and Identify Opportunities .Monitor, Evaluate, and Maintain Relationship	2 2 2 2 2
6	RAS/N0611: Expand market coverage RAS/N0612: Furnish reports	PC1. Map the current market coverage with the universe of the market PC2. Assess gap versus opportunity for current brands/SKUs by	10	D3	Demonstr	You are a Market Expansion Executive for a leading FMCG company. Your supervisor requests a performance report on competitor products and schemes, as well as a	Step 1: Data Collection Step 2: Performance Comparison Step 3: Report Preparation	2 2 2

		benchmarking with competition/comparable brands PC3. Enhance the coverage of outlets by increasing the number of				review of your own performance. Demonstration task: Prepare and present a comprehensive report to your supervisor, comparing	Step 4: Performance Review	2
7	RAS/N0138: To work effectively in an organisation	PC1. share work fairly with colleagues, taking account of own and others preferences, skills and time available PC2. make realistic commitments to colleagues and do what has been promised PC3. let colleagues know promptly if he/she will not be able to do what has been promised and	10	D3	Demonstr	Scenario: You are a Training Officer for a leading organization. You need to deliver training and coaching to a group of employees with diverse disabilities. Demonstration task: Demonstrate how you would adapt your training style and techniques to meet the needs of employees with disabilities.	Step 5: Presentation and Discussion	2
							Step 1: Pre-Training	2
							Step 2: Customized Training Materials	2
							Assessment	
							Step 3: Inclusive Training Delivery	2
							Step 4: Assistive Technology and Support	2
							Step 5: Ongoing Feedback and Evaluation	2
8	DGT/VSQ/N0102: Employability Skills (60 Hours)	PC1. identify employability skills required for jobs in various industries PC2. identify and explore learning and employability portals 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 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	10	D1	viva	You are a candidate applying for an apprenticeship program. How would you demonstrate your employability skills during the recruitment and selection process?	1.Clear Communication: Answer questions clearly and concisely, avoiding jargon and technical terms unless relevant to the apprenticeship.	2
							2.Confidence and Positivity: Show enthusiasm and confidence in your abilities, highlighting relevant skills and experiences.	2
							3.Politeness and Professionalism: Demonstrate good manners, using phrases like "Please" and "Thank you," and maintaining eye contact.	2
							4.Relevant Examples: Provide specific examples from your experiences, illustrating your skills and accomplishments	2

	<p>learning etc. in personal and professional life</p> <p>PC7. use basic English for everyday conversation in different contexts, in person and over the telephone</p> <p>PC8. read and understand routine information, notes, instructions, mails, letters etc. written in English</p>					<p>5.Awareness of Apprenticeship Requirements: Show understanding of the apprenticeship program, its guidelines, and requirements, demonstrating your willingness to learn and grow."</p>	2
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