

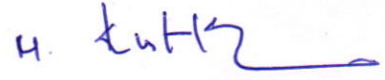

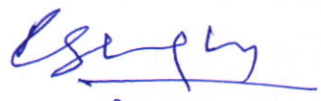




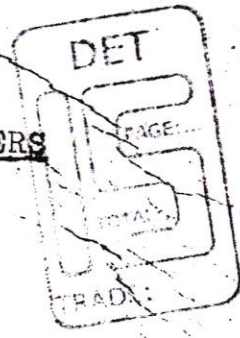
LIST OF COMMITTEE MEMBERS FOR THE

TRADE BOOK BINDER

Sl.No.	Members and Experts	Signature
1.	K. Panneerselvam, Regional Joint Director of Training Chennai Region Guindy, Chennai	
2.	S. Valsakumar, Principal, Govt. Industrial Training Institute, Guindy, Chennai 600 032	
3.	M. Rudrakumar, Jr. Trg. Officer, Govt. Industrial Training Institute, North Chennai.	
4.	B.V. Kumudha, Instructor, Govt. Industrial School for Blind Ponamalle, Chennai 56	
5.	R. Sukumari, Instructor, Govt. Industrial School for Blind Ponamalle, Chennai 56	
6.	C. Anbuvel, Instructor, Govt. Industrial School for Blind Ponamalle, Chennai 56	
7.	A. Daniel, Instructor, St. Louis Institute of printing for deaf, Adayar, Chennai 20	

COURSE DETAILS

Name of the trade	Book Binding
Qualification	VIII pass
Age	14-40 yrs
Duration	1 Year
No. of Trainees	20
No. of Practical Hours	32 hrs per week
No. of Theory Hours	12 hrs per week
Space Required	
Workshop	300 Sq.ft
Theory	200 Sq.ft
Power required in Kilo watt	2 KW



LIST OF COMMITTEE MEMBERS
FOR THE TRADE OF Book Binder

MEMBERS AND EXPERTS :

1. Mr. K. PANNEER SELVAM, M.E.,
Regional Joint Director of Training,
Madurai.
2. Mr. K. Ramasamy,
Deputy Works Manager,
Govt. Branch Press,
Madurai.
3. P.T. Gajendran,
Vice Principal,
Govt. I.T.I.,
Madurai.
4. T. Govindarajan,
Vice Principal (IIIrd Shift),
Govt. ITI,
Madurai.
5. G. Vivekanandan,
Proprietor,
The Minerva Printers,
63, East Marret Street,
Madurai.1.
6. Mr. V. Wilson,
Instructor,
A.G. Industrial School,
Tenkasi.
7. Mr. K. Saravana Swan,
Instructor,
Fathima Industrial School,
Palayamkottai,
Tirunelveli.

Trade : BOOK BINDER

COURSE CONTENT



PRACTICAL:

1. Handling and Care of Material - Equipments - Tools - Machines used in Binding Section.
2. Hand Folding - Folding Schemes Standard Schemes.
3. **Jogging**, Gathering, Collecting, Counting.
4. Paper cutting - Cutting Machine Description - Handling - Adjustment - Fixing Knife etc. - Cutting paper to different sizes (Sub-Divisional)
5. Stitching - Hand and Wire Stitching.
6. Sewing - Hand Sewing.
7. Simple covering methods.
8. Adhesives - Preparation & use.
9. Forwarding operations - Fining the back - End Papers Board Attaching - Covering the back - Sides - Pasting down.
10. Simple Styles of Binding (Letter Press Binding)
11. Simple Styles of Binding (Stationery Binding)
12. Finishing operations - Edge Decoration - Gilding - Gold Blocking.
13. Loose Leaf Binding and Rebinding - Attaching single Leaves to the books. (*)
14. Extra operations - Ruling Practice - Numbering Practice.
15. Composing and Printing Machine Operations.
16. Safety - Preventive Measures.

Revisions.

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(*) Spiral Binder, Ring Binder, Comb Binder etc...