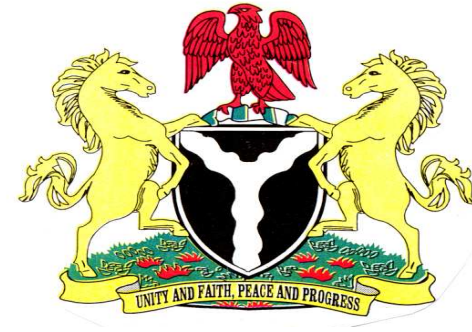


National Board for Technical Education (NBTE)



Federal Government of Nigeria

NATIONAL VOCATIONAL CERTIFICATE

IN

COSMETOLOGY AND BEAUTY THERAPY

CURRICULUM AND COURSE SPECIFICATIONS

2009

PLOT 'B' BIDA ROAD, P.M.B. 2239, KADUNA

NATIONAL VOCATIONAL CERTIFICATE IN COSMETOLOGY AND BEAUTY THERAPY

GOAL: The National Vocational Certificate in Cosmetology and Beauty Therapy is designed to equip students with basic skills and knowledge necessary for a successful carrier in the Salon and Beauty Industry.

OBJECTIVE:

A certificate holder of this programme should be able to:

- ✓ Have a clear focus on the main aspects of modern Cosmetology carrier,
- ✓ Carry out a range of cosmetology and beauty therapy techniques,
- ✓ Carry out beauty therapy based on the understanding of human anatomy and physiology,
- ✓ Analyse and demonstrate a range of interpersonal skills required within the profession,
- ✓ Market the products and services of a beauty salon,
- ✓ Set up and manage a beauty Salon.

ENTRY QUALIFICATION:

The general entry requirements into the National Vocational Certificate in cosmetology and beauty therapy programme are:

- Post basic Education Certificate (Post JSS).
- Unemployed or under-employed graduates looking for requisite employable skills.

- Employed graduates who desire relevant or additional skills.
- Those out of school for a long time, in line with Government desire for open access to reskilling and upskilling of the nation's work- force as part of life long learning (LLL)
- Matured Practisioners who are already in Beauty Industry

STRUCTURE OF PROGRAMME:

The National Vocational Certificate (NVC) in cosmetology and beauty therapy programme is in flexible modular form, and is structured to have three parts (i.e. NVC Part I, NVC Part II, and NVC Final) each taken in a span of one year.

Each part shall have a cogent and flexible structure and content that would allow the trainee a practical working skill unit and the possibility to exit at that level. Each part incorporates six months intensive training in the school and three months of Supervised Industrial Work Experience Scheme (SIWES).

ACCREDITATION:

The programme shall be accredited by the National Board for Technical Education (NBTE) before trainees can be awarded the National Vocational Certificate.

CONDITIONS FOR THE AWARD OF NATIONAL VOCATIONAL CERTIFICATE:

The conditions for the award of National Vocational Certificate in Cosmetology and beauty therapy include:

Satisfactory performance of all the prescribed course work, which may include class work, quizzes, tests, salon work etc.

Satisfactory performance of in all terminal examinations.

Supervised student industrial work experience for three months.

EVALUATION SCHEME:

The National Vocational Certificate Examination must be externally moderated. In grading the awards; theory shall constitute- 20%, practicals- 50% and SIWES- 30%.

NATIONAL VOCATIONAL CERTIFICATE IN COSMETOLOGY AND BEAUTY THERAPY

PART 1

TERM 1							TERM 2							
S/N	CODE	TITLE	L	P	CU	CH	PRE	CODE	TITLE	L	P	CU	CH	PRE
General Courses							General Courses							
1		Communication Skills I	1		1	1								
2		Entrepreneurship I	1		1	1			Mathematics	1		1	1	
									Introduction to Computer	1	2	2	3	
Foundation Courses							Foundation Course(s)							
3	CMC 101	Professional Image	1	-	1	2								
4	CMC 103	Salon Business	1	2	2	3		CMC 102	Salon Ecology	1	2	2	3	-
								CMC 104	Chemistry in Cosmetology	1	4	3	5	-
Core Courses							Core Courses							
5	CMC 105	Hair Styling	1	3	3	4								
6	CMC 107	Introduction to Chemical Hair Services	1	4	3	5		CMC 106	Properties of Hair/Scalp	1	3	2	4	-
7	CMC 109	Hair Colouring	1	4	3	5		CMC 108	Hair Analysis	1	4	3	5	-
8	CMC 111	Permanent waving	1	4	3	5		CMC 110	Removal of unwanted Hair	1	4	3	5	-
9	CMC 113	Hair Extension	1	4	3	5								
			9	21	20	30					7	19	16	26

PART 2

		TERM 1					TERM 2							
S/N	CODE	TITLE	L	P	CU	CH	PRE	CODE	TITLE	L	P	CU	CH	PRE
		General Courses							General Courses					
1		Communication Skills	1		1	1			Mathematics	1		1	1	
2		Entrepreneurship	1		1	1			Introduction to Computer	1	2	2	3	
		Foundation Courses							Foundation Courses					
3	CMC 101	Professional Image	1	-	1	1								
4	CMC 103	Salon Business	1	3	2	4		CMC 102	Salon Ecology	1	2	2	3	
		Core Courses						CMC 104	Chemistry in Cosmetology	1	4	3	5	
		Core Courses							Core Courses					
5	CMC 201	Skin Care	2	6	3	8		CMC 202	Manicure/Pedicure	2	6	3	8	
6	CMC 203	Facials	2	6	3	8		CMC 204	Nail Technology	2	6	3	8	
			8	15	11	23				8	20	14	28	

PART 3 (FINALS)

		TERM 1					TERM 2							
S/N	CODE	TITLE	L	P	CU	CH	PRE	CODE	TITLE	L	P	CU	CH	PRE
		General Courses					General Courses							
1		Communication Skills	1		1	1			Mathematics	1		1	1	
2		Entrepreneurship	1	2	1	3			Intrduction to Computer	1	2	2	3	
		Foundation Course(s)					Foundation Courses							
3	CMC 101	Professional Image	1	-	1	1								
4	CMC 103	Salon Business	1	3	2	4		CMC 102	Salon Ecology	1	2	2	3	
		Core Courses					Core Courses							
5	CMC 301	Theory of massage	2	6	3	8								
6	CMC 303	Essential Oils	1	4	2	5		CMC 104	Chemistry in Cosmetology	1	4	3	5	
		Core Courses					Core Courses							
								CMC 302	History and Development of Aromatherapy	1	4	3	5	
								CMC 304	Waxing Techniques	1	4	3	5	
			7	15	10	19				6	16	14	22	

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY

COURSE: PROFESSIONAL IMAGE

CODE: CMC 101

DURATION: HOURS/WEEK **Lecture: 1hr** **Practical: 1hr**

UNITS: 1

GOAL: This module is intended to provide the trainee with the necessary basic knowledge and skills required to project a good Professional Image.

GENERAL OBJECTIVES:

On completion of this module, the trainee should be able to:

- 1.0 Understand guidelines to maintain a healthy body and mind.
- 2.0 Know the guidelines for effective physical presentation
- 3.0 Know the qualities of effective communication
- 4.0 Understand good human relations and professional attitude
- 5.0 Understand professional ethics

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: PROFESSIONAL IMAGE			COURSE CODE: CMC 101		CONTACT HOURS:2hr	
GOAL: THIS MODULE IS INTENDED TO PROVIDE THE TRAINEE WITH NECESSARY BASIC KNOWLEDGE AND SKILLS REQUIRED TO PROJECT A GOOD PROFESSIONAL IMAGE						
COURSE SPECIFICATION: Theoretical Contents: 1 hr				Practical Contents: 1 hr		
General Objective: 1.0 Understand guidelines to maintain a Healthy Body and Mind						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-3	<p>1.1 Describe the importance of the following in maintaining a healthy body and mind:</p> <ul style="list-style-type: none"> • Rest • Exercise • Relaxation • Personal Hygiene • Personal grooming in professional image development <p>1.2 Explain professional dress sense.</p> <p>1.3 Describe how to care for the feet.</p>	<p>Explain the need for the following: Rest, Exercise, Relaxation, nutrition, personal hygiene and personal grooming in professional image development.</p> <p>Discuss professional dress sense.</p> <p>Explain how to care for the feet</p>	<p>Text Books, Handouts, Pictures, films, etc.</p>	<p>Carry out the procedure for the maintenance of a Healthy body and mind.</p> <p>Carry out professional dress sense.</p> <p>Carry out feet care.</p>	<p>Demonstrate the procedure for maintenance of healthy body and mind.</p> <p>Demonstrate professional dress sense</p> <p>Demonstrate how to care for the feet.</p>	<p>Bed, Chairs, dresses, etc.</p>

General Objectives: 2.0 Know guidelines for Effective Physical Presentation.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
4-5	<p>2.1 Describe good standing posture</p> <p>2.2 Explain correct sitting posture</p>	Identify the procedures in 2.1 , 2.2 and the necessary equipments to be used.	<p>Boards</p> <p>Chalks</p> <p>Textbooks</p>	Carry out the procedures of good standing and correct sitting posture.	Demonstrate good standing and correct sitting posture	Flat and insole, shoes, Chairs, tables, etc
General Objectives: 3.0 Know the Qualities of Effective Communication.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
6-8	<p>3.1 Explain the importance of always greeting by name</p> <p>3.2 Discuss how to avoid criticizing a competitor</p> <p>3.3 Explain how to speak well of others and be courteous</p>	<p>Discuss the importance of greeting clients by name.</p> <p>Discuss how to avoid criticizing a competitor and to speak well of others.</p>	<p>Textbooks</p> <p>Handouts and Notebooks</p>	Carry out greeting clients by name.	Demonstrate greeting clients by name.	Classroom and Salon

General Objectives: 4.0 Understand Good Human Relations and Professional Attitude.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
9-11	<p>Theory</p> <p>4.1 Explain the negative implicaton of gossip and telling off- color stories</p> <p>4.2 Discuss the importance of self confidence</p> <p>4.3 Explain the importance of projecting a pleasing personality</p> <p>4.4 Explain how to use tact and diplomacy in dealing with problems you may encounter</p>	Discuss how to imbibe the professional qualities	chalk board textbooks Pitures, etc	-	-	-
General Objectives: 5.0 Understand Professional Ethics						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
12	<p>5.1 Define Professional Ethics</p> <p>5.2 Define Personality</p> <p>5.3 Explain how to be courteous and</p>	<p>List Professional ethics</p> <p>Discuss personality</p> <p>Discuss how to be courteous and friendly</p>	Chalk board Textbooks Pitures, etc	-	-	-

	friendly to all the clients.	to all the clients.				
5.4	Explain the importance of treating every one honestly and fairly with out showing any favoritism.	Discuss the importance of treating every one honestly and fairly with out showing any favoritism.				

Assessment: Course work-10%; Test-10%; Practical-40%; Examination-40%

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY
COURSE: SALON ECOLOGY
CODE: CMC102
DURATION: HOURS/WEEK **Lecture: 1hr** **Practical: 2hrs**
UNITS: 2
GOAL: The module is designed to acquaint the trainees with the importance of Hygeine in the Salon.

GENERAL OBJECTIVES:

On completion of this course, the trainee should be able to:

- 1.0 Understand types of bacteria and stages of bacteria growth.
- 2.0 Understand viruses, infection, external parasites and immunity.
- 3.0 Understand Contamination control and Common Salon Contaminants.
- 4.0 Understand Sterilization, Sanitation and Disinfection in the Salon
- 5.0 Understand First Aid in the Salon

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: SALON ECOLOGY		COURSE CODE: CMC 102		CONTACT HOURS:3 hrs		
GOAL: THIS MODULE IS DESIGNED TO ACQUAINT THE TRAINEE IMPORTANCE OF SANITATION IN THE SALON.						
COURSE SPEFICIATION: Theoretical Contents: 1 hr				Practical Contents: 2 hrs		
General Objectives: 1.0 Understand types of bacteria and stages of bacteria growth						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-3	1.1 Define bacteria 1.2 Define non pathonagenic bacteria 1.3 Define non pathogenic 1.4 Define the active stages of bacteria growth 1.5 Define the inactive stage of bacteria growth.	Ensure trainees understand pathogenic and non pathogenic bacteria, Explain active and inactive stages of bacteria growth	Textbooks Handouts Pictures Slides ect	Display pictures anddiagrams of bacteria and ask the students tolabel them..	Demonstrate by examining slides of bacteria under microscope or in slides.	Microscope, Salon environment, etc..
General Objectives: 2.0 Understand Viruses, Infection, External Parasites and Immanity.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
4-6	2.1 Define viruses and give examples. 2.2 Explain external parasites and give examples. 2.3 Define infection. 2.4 Explain the ways of	Ensure that the trainee understands infection spread in the salon, local and general infection, passive and active immunity.	Textbooks Handouts Chalk Board Charts Slides, etc	Examine the various types of infection in the salon and the consequent immunity measures taken against infection..	Demonstrate and ensures the proper examination is carried out on the various types of infection in the salon and their	Microscopic Salon environment, etc.

	<p>spreading infection in the salon</p> <p>2.5 Explain the difference between a local and general infection with examples</p> <p>2.6 Define immunity</p> <p>2.7 Explain passive immunity and active immunity.</p>				consequent immunity measures taken against infection.	
General Objectives: 3.0 Understand Contamination control and Common Salon Contaminants.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
7	<p>3.1 Explain the control of contamination.</p> <p>3.2 List common salon contaminants e.g:</p> <ul style="list-style-type: none"> • Dust, • Filings, • Liquid Manomer,etc. 	<p>Ensures that the trainee understands the effective control of bacteria in the salons.</p> <p>Identify the common salon contaminants.</p>	Textbooks, Blackboard, Video, Etc.	<p>Identify common salon contaminants.</p> <p>Carry out the control of the contaminants.</p>	Demonstrate control of contaminants and ensure trainee identifies contaminants.	Floors, doors, knobs, table tops etc.,

General Objectives: 4.0 Understand Sterilization, Sanitation and Disinfection in the Salon						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
7-10	<p>4.1 Define sterilization.</p> <p>4.2 Explain the disadvantages of sterilization in the salon.</p> <p>4.3 Explain the need to control the disease causing microorganisms (pathogens) instead of sterilizing the salon.</p> <p>4.4 Define sanitation and disinfection and explain when both are useful.</p> <p>4.5 Explain different ways in which sanitation and disinfection can be attained.</p> <p>4.6 Explain the different uses of each disinfectant and the way they are used on implements and hard surfaces in the salon:</p> <ul style="list-style-type: none"> • Bactericides (which kill harmful bacteria), • Viricides (kill pathogenic virus), • Fungicides (destroy 	<p>Ensures that the trainee understands the negative effect in the use of sterilization in the salon.</p> <p>Ensure the trainee understands sanitation and disinfectant and their different ways of attainment.</p> <p>Explain the use of disinfectants in the salon implements</p>	Textbooks, Blackboard, Video, Etc.	<p>Carry out the control of pathogens in the salon.</p> <p>Carry out methods and ways of sanitation and disinfection.</p> <p>Carry out the different ways in the use of disinfectants on the implements.</p>	<p>Demonstrate and ensure the trainee carries out the control of pathogens in the salon.</p> <p>Demonstrate different methods and ways of sanitation and disinfection.</p> <p>Demonstrate the use of disinfectant on the salon implements before and after use</p>	Decontaminants like antiseptics, Sanitary equipment, Disinfectants, Containers, Sanitation implements, etc

	<p>fungus).</p> <p>4.7 Describe how to perform Universal sanitation through the use of:</p> <ul style="list-style-type: none"> • Gloves and safety glasses • Disinfectants and detergents • Personal hygiene and salon cleanliness • Sanitizers and antiseptics. 	<p>Explain to the trainee the need for universal sanitation and its positive effect to the clients.</p>		<p>Carry out the outlined number of sanitation exercises with the required implements.</p>	<p>Demonstrate the use of the implements in the sanitation exercise.</p>	
General Objectives: 5.0 Understand First aid and its importance in the Salon.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
11-12	<p>5.1 Define First Aid</p> <p>5.2 Explain first aid procedures for the following:</p> <ul style="list-style-type: none"> • Bleeding and wounds • Burns (both chemical, heat and electrical) • Choking • Fainting • Eye Injury 	<p>Explain First Aid and its procedures in bleeding, wound, burns (both electrical, heat and chemical), choking, fainting and eye injury)</p>	<p>First Aid box Textbooks Film, Slides Illustration, Charts, etc</p>	<p>Carryout First Aid procedure for bleeding, burns, choking, fainting, eye injury, etc</p>	<p>Demonstrate First Aid procedure for bleeding, burns, choking and eye injury.</p>	<p>Salon First Aid box Film, Slides Illustration, Charts, etc</p>

Assessment: Course work-10%; Test-10%; Practical-40%; Examination-40%

PROGRAMME:	NVC IN COSMETOLOGY AND BEAUTY THERAPY		
COURSE:	SALON BUSINESS		
CODE:	CMC 103		
DURATION:	HOURS/WEEK	Lecture: 1hr	Practical: 2hrs
UNITS:	2		
GOAL:	This module is intended to provide the trainee with the necessary basic knowledge and skills in beauty salon organisation.		

GENERAL OBJECTIVES:

On completion of this course the learner should be able to:

- 1.0 Know the requirements for opening a beauty salon
- 2.0 Understand the financial considerations involved in operating a beauty salon
- 3.0 Know the importance of maintaining accurate business records
- 4.0 Understand the importance of good business operation and personnel management
- 5.0 Know the principles and practices of a good selling
- 6.0 Know the importance of advertising

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: SALON BUSINESS			COURSE CODE: CMC 103		CONTACT HOURS:3 hrs	
GOAL: This module is intended to provide the trainees with the necessary basic knowledge and skills in beauty salon organisation.						
COURSE SPEFICATION: Theoretical Contents: 1 hr				Practical Contents: 2 hrs		
General Objectives: 1.0 Know the Requirements for Opening a Beauty Salon						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-2	1.1 State the necessary conditions for establishing a salon business; (a) Location (b) Capital (c) Salon layout (d) Business operations (e) Record keeping 1.2 List the basic equipments, implements and materials needed in a beauty salon	Discuss the necessary conditions for establishing a salon business State the basic the equipments, implements and materials needed in a beauty salon	Chairs, Tables, Mirrors, Tongs, Combs, Hair Creams, Relaxers, etc	Identify the necessary conditions for establishing a salon business Identify the basic equipments, implements and materials needed in a beauty salon	Demonstrate the basic equipments, implements and materials needed in a beauty salon	Chairs, Tables, Mirrors, Tongs, Combs, Hair Creams, Relaxers, etc
General Objectives: 2.0 Understand the Financial Considerations involved in operating a Beauty Saloon.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
3-4	2.1 Explain the role of finance in a beauty salon business 2.2 Define a business plan	Identify the sources of finance for a beauty salon	Board, Chalk, Video, Handouts, etc	-	-	-

	2.3 List the components of a business plan 2.4 Explain business operations in a salon e.g (i) Sufficient capital investment (ii) Efficiency of management (iii) Good management procedure (iv) Allocation of money	business				
General Objectives: 3.0 Know the importance of maintaining accurate business records.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
5-6	3.1 Explain the importance of maintaining accurate records in a salon business 3.2 Explain the following types of records in a salon business:- i) Daily records ii) Weekly records iii) purchases and inventory records iv) Service records	Discuss the importance of maintaining accurate records in a salon business. List the types of records in a salon business.	Board, Chalk, Video, Handouts, etc	Design various types of records for a salon business.	Demonstrate how to design various types of records for a salon business.	Board, Chalk, Video, Handouts, etc

General Objectives: 4.0 Understand the importance of good business operation and personnel management.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
7-8	4.1 Explain the importance of good business operation and personnel management 4.2 State the qualities of staff to be hired for a beauty salon 4.3 Provide a price list for services in the salon 4.4 Describe the reception area in a salon 4.5 List the important features of the reception area 4.6 Explain the process of booking appointments.	Discuss the importance of good business operation and personnel management	Board, Chalk, Video, Handouts, etc	Draw a schedule for booking appointments	Demonstrate how to draw a schedule for booking appointments	Board, Chalk, Video, Handouts, etc
General Objectives: 5.0. Know the principles and practices of a good selling.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
9-11	5.1 Explain the principles and practices of good selling 5.2 Explain the merits and benefits of some services and products 5.3 Highlight the procedure of attending to clients.	List the principles of good selling. List the merits of some services and products	Board, Chalk, Video, Handouts, etc	Carry out the procedure of attending to clients.	Demonstrate the procedure of attending to clients.	Board, Chalk, Video, Handouts, etc

General Objectives: 6.0. Know the importance of advertising.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
12	6.1 Explain the importance of Advertising 6.2 Describe the important features that promote a beauty salon 6.3 List the services and products of the salon for the attention of the public.	Discuss the importance of advertising in salon business. State the services and products of the salon.	Board, Chalk, Video, Handouts, etc	Prepare an advertisement for a beauty salon Create an awareness for the services and products of a beauty salon.	Demonstrate advertisement for a beauty salon	Board, Chalk, Video, Handouts, etc

Assessment: Course work-10%; Test-10%; Practical-40%; Examination-40%

PROGRAMME:	NVC IN COSMETOLOGY AND BEAUTY THERAPY		
COURSE:	CHEMISTRY IN COSMETOLOGY		
CODE:	CMC 104		
DURATION:	HOURS/WEEK	Lecture: 1hr	Practical: 4hrs
UNITS:	3		
GOAL:	This module is intended to provide the trainee with the elementary chemistry and its relationship to cosmetology.		

GENERAL OBJECTIVES:

On completion of this course the learner should be able to:

- 1.0 Understand matter, elements and their symbols, atoms, mixtures and compounds.
- 2.0 Understand physical and chemical changes, acids, bases, salts and the pH scale.
- 3.0 Understand the composition of solutions, suspensions, emulsions, ointments, powders, shampoos and creams.
- 4.0 Understand the Chemistry of Hair Rinses and conditioners
- 5.0 Understand the chemical action of Perms, Relaxers and Hair colour

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: CHEMISTRY IN COSMETOLOGY			COURSE CODE:CMC 104		CONTACT HOURS: 5hrs	
GOAL: This course is designed to acquaint the trainee with elementary chemistry and its relationship to cosmetology.						
COURSE SPECIFICATION: Theoretical Contents:				Practical Contents:		
General Objective: 1.0 Understand matter, elements and their symbols, atoms, mixtures and compounds.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-4	1.1 Define matters. 1.2 Explain the various forms of matter e.g a. Solid b. Liquid c. Gas 1.3 Define elements. 1.4 List some symbols of elements e.g. H - Hydrogen O - Oxygen . 1.5 Define atoms 1.6 Explain the composition of atoms 1.7 Define mixtures with examples 1.8 Define compounds with examples.	Discuss the meaning of matters and various forms of matter. Explain the meaning of elements and their symbols as well as the composition of atoms. Discuss mixtures and compounds.	Textbooks. Handouts Chalks Boards, etc.	Examine the components of matter and the symbols of the elements as well as the composition of atoms. Prepare mixtures	Demonstrates & ensure the trainee examines the components of matters, the symbols of elements and the composition of atoms. Demonstrate how to prepare mixtures.	Textbooks Handouts Chalks Boards Reagents Salon Equipments, etc

General Objective: 2.0 Understand Physical and Chemical Changes, Acids, Bases, Salts and the pH Scale.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
5-6	2.1 Explain physical change and give examples. 2.2 Explain chemical changes. Give examples. 2.3 Define Acid, Bases and Salts 2.4 Explain the pH Scale	Ensure the trainee understands physical changes and chemical changes, Acid, Bases, salts and the pH Scale.	Textbooks Handouts Chalk Board, etc.	Examine the chemical, physical changes in acid, bases and salts. Measure the pH of a solutions.	Demonstrate the chemical, physical changes in acid, bases and salts Demonstrate pH measurement.	Textbooks Chalks Boards Reagents pH meter Salon Equipments, etc.
General Objective: 3.0 Understand the composition of suspensions, Solutions, Emulsions, Ointments, Powders, shampoo and Creams.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
7-9	3.1 Define Suspensions with examples 3.2 Define Solutions with examples 3.3 Define Emulsions with examples 3.4 Define ointments with examples 3.5 Explain ointments, powders and soaps 3.6 Define Shampoos with examples 3.7 Define creams with examples.	Ensure trainee understands the composition of suspensions, solutions, emulsions, ointments, powders, soaps shampoos and creams used in the salon	Textbooks Handout Chalk, Board, etc	Examine the composition of the various salon element like suspension, solution, emulsion, ointments, powders, shampoos and cream.	Assist the trainee to identify the salon elements, like suspension, solution, emulsion, ointment, powder, shampoo and creams	Textbooks Handouts Chalks Boards Reagents Salon Equipments, etc.

	3.8 List types of shampoos, their uses and how it works.					
General Objective: 4.0 Understand the Chemistry of Hair Rinses and conditioners.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
10-11	4.1 Explain Rinses and their uses 4.2 List the various types of rinses 4.3 Define conditioners 4.4 List the various types of conditioners and give examples. 4.5 Describe the ingredients for hair conditioners	Discuss rinses and various types of rinses. Describe conditioners, various types of ingredients for conditioning of the hair	Chalk, Board, Textbooks, Videos, etc	Carryout various ways involved in rinsing and conditioning	Demonstrate various ways of rinsing and conditioning	Manneques, Life-patrons products, Salon equipments, etc.
General Objective: 5.0 Understand the Chemical actions of perms, Relaxers and hair colour.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
12	5.1 Explain perms and their chemical actions on hair 5.2 Explain Relaxers and their chemical actions on hair. 5.3 Explain hair lighteners, colours, Dyes and their chemical actions on hair.	Identify perms, Relaxers, hair lighteners, colours, dyes and their chemical action on the hair.	Textbooks, Handouts, Videos, etc	Carryout perms, hair lightening, colouring, Dyes to identify their actions on the hair.	Demonstrate perms, hair lightening, colourings, Dyes to identify their actions on the hair.	Relaxers, Hair products, etc.

Assessment: Course work-10%; Test-10%; Practical-40%; Examination-40%

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY

COURSE: HAIR STYLING

CODE: CMC 105

DURATION: HOURS/WEEK **Lecture: 1hr** **Practical: 3hrs**

UNITS: 3

GOAL: This module is designed to equip the trainee with the basic practical and theoretical knowledge in Hair Styling.

GENERAL OBJECTIVES:

On completion of this course the learner should be able to:

- 1.0 Understand Hair Styling.
- 2.0 Understand the use and care of equipments used in Hair Styling.
- 3.0 Understand finger waving techniques in Hair Styling.
- 4.0 Know pin curl Hair Styling.
- 5.0 Understand roller curls.
- 6.0 Know the safety measures in Hair Styling.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: HAIR STYLING			COURSE CODE: CMC 105		CONTACT HOURS:4 hrs	
GOAL: THIS MODULE IS DESIGNED TO EQUIP THE TRAINEE WITH THE BASIC PRACTICAL AND THEORITICAL KNOWLEDGE IN HAIR STYLING						
COURSE SPEFICIATION: Theoretical Contents: 1 hr					Practical Contents:3hrs	
General Objectives: 1.0 Understand Hair Styling.				General Objectives		
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-2	1.1 Define Hair Styling. 1.2 List the various types of hair styles 1.3 Explain the advantages of hair styling.	Ensure the trainees understand the definition of hair styling.	Textbooks Handouts Chalk Board, etc.	Carry out the art of weaving and arrangement of hair into styles as explained in the definition.	Demonstrate the art of weaving and styling and ensures the trainee carries it out	Textbooks Handouts Chalk Board Combs Attachments, Etc.
General Objectives: 2.0 Understand the use and care of equipments used in hair styling.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
3-4	2.1 List equipment for hair styling like: <ul style="list-style-type: none"> • rollers of various sizes. • Thermal irons • Combs of various sizes and designs, etc. 2.2 Explain how to care for these equipments; wash rollers and thermal irons after each use	Identify the various equipments for hair styling. Discuss how to take care of hair styling equipment.	Textbooks Chalk, Board, Video, etc.	Carryout hair styling using equipment Carry out the care of hair styling equipment.	Demonstrate hair styling using equipment Demonstrate the care of hair styling equipment	Hair styling equipment

General Objectives: 3.0 Understand the finger waving technique in hair styling.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
5-6	3.1 Explain the finger wave technique 3.2 Explain how it is used for creating ; <ul style="list-style-type: none"> • the “C” shape wave • the semi wave • the horizontal finger waving • the vertical finger waving • shadow wave. 	Describe the techniques embedded in the finger wave as a type of hair styling and its importance in creating other styles.	Textbooks Chalk Board, Etc.	Identify the technique of finger wave and apply it.	Demonstrate the finger wave and ensure the trainee carries it out	Salon equipments.
General Objectives: 4.0 Know pin curl Hair Styling.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
7-9	4.1 Explain how to make pin curls like: <ul style="list-style-type: none"> • Flat pin curls • Lift pin curls • Stand up in curl • Overflapping curls • Carved curls • Ridge curls. 4.2 Explain pin curl bases like: <ul style="list-style-type: none"> • Square base • Pyramid base • Slanted oblong base 	Ensure the trainee understands pin curl hair style. Discuss pin curl bases	Textbooks Chalkboard Etc	Carry out the pin curl hair style Carry out pin curl bases	Demonstrate pin curl Hair Style Demonstrate pin curl bases	Salon equipment. Salon equipment

	<ul style="list-style-type: none"> Arrow “C” base. <p>4.3 Explain pin curl directions like:</p> <ul style="list-style-type: none"> counterclock wise clockwise <p>4.4 Explain how to secure pin curls</p> <p>4.5 Explain how to fashion the various pin curls like:</p> <ul style="list-style-type: none"> stenal up curl ridge curl, etc. 	<p>Discuss pin curl directions.</p> <p>Discuss how to secure and fashion pin curls.</p>		<p>Carry out pin curl directions</p> <p>Carry out the securing and fashion of pin curls.</p>	<p>Demonstrate pin curl directions</p> <p>Demonstrate how to secure and fashion pin curls.</p>	<p>Salon equipment</p> <p>Salon equipment</p>
General Objectives: 5.0. Understand roller Curls.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
10-11	<p>5.1 List the various sizes of rollers e.g.</p> <ul style="list-style-type: none"> small medium big <p>5.2 List the various rollers like:</p> <ul style="list-style-type: none"> instant hair rollers, conoid rollers, etc <p>5.3 Explain the roller setting technique like:</p> <ul style="list-style-type: none"> section a rectangular base whenever rollers 	<p>Explain roller curls</p> <p>Identify the rollers used in the salon</p> <p>Discus roller setting technique</p>	<p>Textbooks</p> <p>Chalkboard</p> <p>Etc</p>	<p>Carryout the handling of the various types of rollers and their application in hair styling</p> <p>Carryout roller setting technique</p>	<p>Demonstrate the handling of the various types of rollers and their application and ensure the trainee understands it.</p> <p>Demonstrate</p>	<p>Different sizes of rollers.</p> <p>Different sizes of rollers</p> <p>Different sizes of rollers</p>

	<p>are to be used for hair styling</p> <ul style="list-style-type: none"> • hold the comb with your right hand and the hair with your left hand. Comb the stand upward, etc. 				roller setting technique	
General Objectives: 6.0. Know the Safety Measures for Hair Styling.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
12	6.1 Explain the safety measures for hair styling	Discuss the safety measures in hair styling	Textbooks Chalkboard Etc	Carryout safety measures in hair styling	Demonstrate the safety measures in hair styling	Different sizes of rollers

Assessment: Course work-10%; Test-10%; Practical-40%; Examination-40%

PROGRAMME:	NVC IN COSMETOLOGY AND BEAUTY THERAPY		
COURSE:	PROPERTIES OF HAIR AND SCALP		
CODE:	CMC106		
DURATION:	HOURS/WEEK	Lecture: 1hr	Practical: 3hrs
UNITS:	2		
GOAL:	The module is intended to equip the trainee with the knowledge and skill in hair and scalp treatment.		

GENERAL OBJECTIVES:

On completion of this course, the trainee should be able to:

- 1.0 Know how to prepare patron's scalp and hair treatments.
- 2.0 Know the different hair and scalp treatments.
- 3.0 Know how to analyse a client's hair.
- 4.0 Know the techniques of scalp manipulations.
- 5.0 Understand the facts relating to hair structure, growth and distribution
- 6.0 Understand the scalp and hair disorders commonly seen in the salon.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: PROPERTIES OF HAIR AND SCALP			COURSE CODE: CMC 106		CONTACT HOURS:4hrs	
GOAL: THIS MODULE IS INTENDED TO EQUIP THE TRAINEE WITH THE KNOWLEDGE AND SKILL IN HAIR AND SCALP TREATMENT.						
COURSE SPEFICATION: Theoretical Contents: 1 hr				Practical Contents: 3 hrs		
General Objectives: 1.0 Know how to prepare a patron's scalp and hair treatments						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-3	1.1 Explain how to prepare patron's scalp and hair treatment 1.2 Describe the different hair and scalp treatments 1.3 Describe scalp manipulation techniques 1.4 Explain the facts relating to hair growth and distribution 1.5 Describe the scalp and hair disorders commonly seen in the salon	Discuss the preparation of a client's scalp and hair treatment	Textbooks Chalkboard etc	Analyse a client hair	Demonstrate scalp and hair treatment	Textbooks Chalkboard, etc
General Objectives: 2.0 Know the different hair and scalp treatments.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
4-5	2.1 Describe the dry hair and scalp treatments 2.2 Explain the oily hair and scalp treatment. 2.3 Explain corrective hair and scalp treatments	List the various types of hair and scalp treatments	Textbooks Chalkboard etc	Carry out the Preparation of a Client's hair and scalp treatments Carry out the cleaning of work station to avoid	Demonstrate how to prepare the client for hair and scalp treatments	Textbooks Chalkboard, etc

				contamination of diseases.	Demonstrate how to clean work station to avoid contamination of diseases.	
General Objectives: 3.0 Know how to analyse a client's hair.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
6-7	3.1 Analyse the client 's hair by sight and touch. 3.2 Explain the texture, diameter, a feel of the hair 3.3 Explain the porosity, elasticity and canities of the hair	List the various ways of analysing the hair	Textbooks, Chalkboard, etc	Analyse the client hair by sight and touch.	Demonstrate how to analyse the client hair.	Textbooks, Chalkboard, etc
General Objectives: 4.0. Know the techniques of scalp manipulations.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
8-9	4.1 Explain the types of scalp manipulation. 4.2 Explain the relaxing movement, Sliding movement, Scalp movement, Hairline movement, Back movement, and Ear to ear movement.	Describe the various scalp manipulations techniques.	Textbooks Chalkboard etc	Carry out the various scalp manipulations techniques.	Demonstrate to the students the various scalp manipulations techniques.	Textbooks, Chalkboard, etc

General Objectives: 5.0. Understand the facts relating to hair structure, growth and distribution..						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
10-11	5.1 Explain the composition of the hair 5.2 Explain the division of hair 5.3 List the types of hair shapes. 5.4 Describe the distribution of hair 5.5 Explain the life and density of hair.	Discuss the composition, division and distribution of hair. Discuss the density, life and types of hair shapes.	Textbooks Chalkboard etc	Carry out the determination of hair composition Carry out the determination of hair density.	Demonstrate how to determine hair composition. Demonstrate how to determine hair density.	Textbooks, Chalkboard, etc
General Objectives: 6.0. Understand the scalp and hair disorders commonly seen in the salon.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
12	6.1 Define dandruff 6.2 Define pityriasis steatoides. 6.3 Define Alopecia.	Explain scalp and hair disorders	Textbooks, Chalkboard, etc	Carry out scalp and hair disorder analysis	Demonstrate how to analyse scalp and hair disorder.	Textbooks, Chalkboard, etc

Assessment: Course work-10%; Test-10%; Practical-40%; Examination-40%

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY
COURSE: INTRODUCTION TO CHEMICAL HAIR SERVICES
CODE: CMC107
DURATION: HOURS/WEEK **Lecture: 1hr** **Practical: 4hrs**
UNITS: 3
GOAL: The module is designed to introduce the trainee to the practical and theoretical aspects of Chemical Hair Services.

GENERAL OBJECTIVES:

On completion of this course, the trainee should be able to:

- 1.0 Understand the purpose of Chemical Hair Services.
- 2.0 Know the various products used in chemical hair services.
- 3.0 Understand the difference between Sodium Hydroxide relaxers and thio relaxers.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: INTRODUCTION TO CHEMICAL HAIR SERVICES			COURSE CODE: CMC 107		CONTACT HOURS:5 hrs	
GOAL: THIS MODULE IS DESIGNED TO INTRODUCE THE TRAINEE TO THE PRACTICAL AND THEORETICAL ASPECTS OF CHEMICAL HAIR SERVICES						
COURSE SPEFICATION: Theoretical Contents: 1 hr				Practical Contents: 4 hrs		
General Objectives: 1.0 Understand the purpose of chemical Hair services						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-4	1.1 Explain the term chemical hair services. 1.2 Explain the action of chemical on the hair 1.3 State the basics in preparing for relaxing 1.4 Drape the client.	Dicuss the purpose of chemical hair services. List the basics in preparing hair relaxers.	Combs, Relaxers, Bowl, Kit, etc	Identify the various materials used for chemical services Part the hair and apply base cream to the scalp Spread until it is all over the hair and work it through till it is well relaxed Rinse off with warm water	Demonstrate the way the relaxer is applied Demonstrate how to drape the client Show how to rinse off the relaxer from the clients' head.	Comb Water Conditioner
General Objectives: 2.0 Know the Various Products used in chemical hair Services.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
5-9	2.1 Explain the variety of products in the market, eg. Base and No Base famulars. Super and Regular formular. 2.2 Explain the differences	List the various products used in chemical relaxing services.	Relaxers	Identify the various products used in chemical hair services.	Demonstrate chemical relaxing services.	Relaxers

	between original and fake relaxers in the market					
General Objectives: 3.0 Understand the difference between Sodium and Hydroxide and thio Relaxers						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
10-12	3.1 Explain the difference between Sodium hydroxide relaxers and thio Relaxers 3.2 State which procedure needs Pre- shampooing and which does not. 3.3 Explain the recommended strength of each relaxer.	Discuss the defference between Sodium Hydroxide and Thio Relaxers.	Relaxers	Analyse the client's hair by sight ,touch and smelling Carry out strand test procedure before applying the relaxer.	Demonstrate how to analyse the hair by sight touch and smelling. Demonstrate strand test procedure before applying the relaxer.	Relaxers

Assessment: Course work-10%; Test-10%; Practical-40%; Examination-40%

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY

COURSE: ANALYSIS OF HAIR

CODE: CMC108

DURATION: HOURS/WEEK **Lecture: 1hr** **Practical: 4hrs**

UNITS: 3

GOAL: The module is intended to provide the trainee with the basic knowledge required to know the types of hair and their textures.

GENERAL OBJECTIVES:

On completion of this course, the trainee should be able to:

- 1.0 Know how to analyze the client hair.
- 2.0 Understand the different hair textures.
- 3.0 Understand the Elasticity of hair.
- 4.0 Know the Condition of the scalp i.e normal, flexible or tight.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: ANALYSIS OF HAIR			COURSE CODE: CMC 108		CONTACT HOURS:5 hrs	
GOAL: This module is intended to provide the trainee with the basic knowledge required to know the types of hair and their textures.						
COURSE SPECIFICATION: Theoretical Contents:				Practical Contents: 4 hrs		
General Objective: 1.0 Know how to Analyse the Clients Hair.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-3	1.1 Define hair and its properties 1.2 Analyse the types of hair. 1.3 Explain the condition of the hair 1.4 Access the condition of the scalp.	Ensure that the trainee understands the different types of hair	Towels Capes Spatula Neck strips Hair, brush and combs manniquines	Identify the hair and its structure.	Demonstrate on a maniquine how to check and examine the texture of hair.	Towels Hair Pins Capes Draapes Shower caps
General Objectives: 2.0 Understand the different hair textures.						
WEEK	Specific Learning Objective: Theory					
	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
4-6	2.1 Describe the different hair textures i.e corse, medium, normal 2.2 Explain how much pressure the	Discuss the defferent hair textures	Combs Brushes Hair pin Clips Towels Drapes	Identify the different types of hair types.	Demonstrate how to identify the different types of hair types.	Towels Hair Pins Capes Draapes Shower caps

	hair can take without breakage. 2.3 Describe the diameter of the hair.					
WEEK	General Objective: 3.0 Understand the Elasticity of hair					
	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
7-9	3.1 Define elasticity of hair 3.2 Describe the porosity of the clients hair 3.3 Describe the ability of the hair to absorb water	Discuss the elasticity of hair	Combs Brushes Hair pin Clips Towels Drapes	Carry out the determination of elasticity of hair	Demonstrate how to determine the elasticity of hair	Towels Hair Pins Capes Draapes Shower caps
WEEK	General Objective: 4.0 Know the condition of the Scalp					
	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
10-12	4.1 Describe the condition of the clients scalp 4.2 Explain how to Keep record cards on the scalp	Discuss the condition of the scalp	Combs Brushes Hair pin Clips Towels Drapes	Identify various condition of the scalp	Demonstrate how to identify condition of the scalp	Towels Hair Pins Capes Draapes Shower caps

	condition of the client					
	4.3 Describe the types of conditioning treatments to be used on the scalp.					

Assessment: Course work-10%; Test-10%; Practical-40%; Examination-40%

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY

COURSE: HAIR COLOURING

CODE: CMC 109

DURATION: HOURS/WEEK **Lecture: 1hr** **Practical: 4hrs**

UNITS: 3

GOAL: This module is designed to acquaint the trainee with the knowledge and skill in Hair Colouring.

GENERAL OBJECTIVES:

On completion of this course the learner should be able to:

- 1.0 Understand temporary, semi permanent, permanent and Henna Hair colour.
- 2.0 Understand predisposition tests, accelerating machines, temporary and permanent rinses.
- 3.0 Understand hair lighteners, Toners and illuminizing.
- 4.0 Know creative hair colouring, carcinogens and hair colouring
- 5.0 Know Advanced and Corrective Hair Colouring Carcinogens and Hair Colouring

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: HAIR COLOURING			COURSE CODE: CMC 109		CONTACT HOURS:5hrs	
GOAL: This module is designed to acquaint trainees with knowledge and skills in hair colouring.						
COURSE SPECIFICATION: Theoretical Contents:				Practical Contents:		
General Objective: 1. 0 Understand temporary, semi permanent, permanent and Henna Hair.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-3	1.1 Give an introduction to hair colouring. 1.2 State the sanitary and safety precautions for hair colouring 1.3 Explain the chemistry of hair colours, bleaches and tints (dyes) 1.4 Define temporary, semi permanent, permanent and henna hair colouring 1.5 Describe the procedure for temporary, semi permanent, permanent and henna hair colour application.	Discuss colouring, sanitary and safety measures for hair colouring, chemistry of hair colours, temporary, semi and permanent, as well as henna hair colouring and their procedures and application	Chalk Boards Textbooks Handouts, etc	Carryout hair colouring, semi an safety measures for hair, chemistry of hair colors, temporary, semi and permanent hair colouring. Henna colouring and their procedure and application.	Demonstare hair colouring, semi and safety measures for hair, chemistry of hair colours, temporary, semi and permanent hair colouring, henna colouring and hair procedure and applicaton	Hair colour pproducts, salon etc.

General Objective: 2.0 Understand Predisposition tests, accelerating machine, temporary and permanent rinses.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
4-7	2.1 Define predisposition test and why it is important in hair colouring 2.2 Describe the procedure for the application of predisposition test 2.3 Define accelerating machines and their importance and uses in hair colouring 2.4 Explain the importance of keeping hair coloring records 2.5 Explain temporary hair colours, their uses and application procedures 2.6 Explain permanent rinses and how they are achieved 2.7 Explain the procedure for the application and removal of henna.	Explain predisposition test and its importance and application to the hair colouring Describe the accelerating machines and its importance to the hair colouring Discuss hair colouring, temporary hair colouring, permanent rinses and removal of henna as well as their applications.	Textbooks Handouts Videos Etc.	Carryout predisposition test, application of hair colouring, the use of accelerating machines, temporary colouring, permanent risnes and removal of henna.	Demonstrate predisposition test application of hair colouring, the use of accelerating of machines, temporary colouring, permanent risnes and removal of henna.	Salon equipments Hair products, etc

General Objective: 3.0 Understand Hair lighteners, Toners, Illuminizing						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
8-9	3.1 Describe the tinting and retouch procedure for virgin hair 3.2 Explain hair lighteners, how to select hair lighteners, procedure for virgin hair 3.3 Explain retouch procedure for hair lightening. 3.4 Define toners and explain their uses and application procedure 3.5 Explain illuminizing, their uses and application.	Discuss tinting, retouch procedure for virgin hair, lighteners and how to select and prepare them for virgin hair. Ensure the trainee understands retouch procedure for lightening of hair, application and procedure for illuminizing and its application.	Textbooks Handouts Videos Etc.	Carryout tinting, retouch, lightening on virgin hair as well as illuminizing and its application on hair	Demonstrate retouch, lightening, illuminizing, tinting of virgin hair.	Salon equipment, Hair colouring products.
General Objective: 4.0 Know Creative Hair Colouring, Carcinogens and Hair Colouring						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
10-11	4.1 Define creative hair Colouring 4.2 Explain creative hair colouring procedures like: (a) Frosting (b) Tipping (c) Halo lightening (d) Streaking	Ensure the trainee understands creative hair colouring, procedures for application of colour, colour fillers and their uses, procedure	Textbooks Handouts Chalkboards etc	Carryout creative hair colouring, procedure for application of colour Carryout colour fillers, their uses. Carry out the procedures for tinting hair back to natural	Demonstrate hair colouring procedure for application of colour fillers Demonstrate the procedures for tinting hair back to natural colour and	Hair colour products, equipment, etc

	<p>(e) Blonde on Blonde (f) Echoing (g) Mutation Slonding (h) Nuancing</p> <p>4.3 Explain the procedure for the application of colour to achieve frosting, tipping, Halo lightening, streaking, Blonde on Blonde echoing, Mutation slonding and nuancing</p> <p>4.4 Explain hair colour fillers and their uses.</p> <p>4.5 Explain tint remover and their uses.</p> <p>4.6 Explain the procedure for tinting hair back to natural colours</p> <p>4.7 Explain the procedure for lash and brow tint.</p>	<p>for tinting hair back to natural colour and procedure for lash and brow tint.</p>		<p>colour and procedure for lash and brow tint</p>	<p>procedure for lash and brow tint.</p>	
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General Objective: 5.0 Know Advanced and Corrective Hair Colouring and Carcinogens and Hair Colouring.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
12	5.1 Explain advanced and corrective hair and their uses 5.2 Explain carcinogens and hair colouring	Discuss advanced corrective hair colouring and uses Explain carcinogens and hair colouring	Textbooks Handouts Video	Carryout advanced corrective hair colouring and carcinogens of the hair	Demonstrate advanced corrective hair colouring and carcinogen of the hair	Hair colouring products, etc.

Assessment: Course work-10%; Test-10%; Practical-40%; Examination-40%

PROGRAMME:	NVC IN COSMETOLOGY AND BEAUTY THERAPY		
COURSE:	REMOVAL OF UNWANTED HAIR		
CODE:	CMC110		
DURATION:	HOURS/WEEK	Lecture: 1hr	Practical: 4hrs
UNITS:	3		
GOAL:	The module is designed to introduce the trainee to the knowledge and skill of Removing Unwanted Hair from the Body.		

GENERAL OBJECTIVES:

On completion of this course, the trainee should be able to:

- 1.0 Understand Unwanted Hair.
- 2.0 Understand the General Classification of Unwanted Hair Removal.
- 3.0 Understand the Procedure for Removing Unwanted Hair.
- 4.0 Know different types of treatment for Unwanted Hair.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: REMOVAL OF UNWANTED HAIR			COURSE CODE: CMC 110		CONTACT HOURS:5 hrs	
GOAL: THIS MODULE IS DESIGNED TO PROVIDE ITS TRAINEES WITH THE KNOWLEDGE AND SKILL OF REMOVING UNWANTED HAIR ON THE BODY.						
COURSE SPEFICATION: Theoretical Contents: 1 hr				Practical Contents: 4 hrs		
General Objectives: 1.0 Understand Unwanted Hair				General Objectives		
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-3	1.1 Explain the term Unwanted Hair 1.2 Define the following: <ul style="list-style-type: none"> • Hirsuties • Hypertrichosis 1.3 List the different types of Unwanted Hair on the body; <ul style="list-style-type: none"> • On the face • Legs • Arms, etc. 	Discuss the term Unwanted Hair. List different types of unwanted hair on the body.	Textbooks, Chalkboard, Pictures, etc.	Identify the different types of Unwanted Hair on the body	Demonstrate how to identify unwanted hair on the body.	Textbooks, Chalkboard, Pictures, etc.
General Objectives: 2.0 Understand the general classification of Unwanted Hair Removal.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
4-5	2.1 Describe the permanent and temporary hair removal. 2.2 Discuss the manual and mechanical hair removal	Discuss permanent and temporary hair removal Explain the manual and	View Pictures, Books, Needles, Sterilizers, Facial tissue, Tweezers, Sterile Cotton, Mirrows, magnifying glass	Carry out temporary hair removal Carry out the mechanical and	Demonstrate permanent and temporary hair removal Demonstrate manual and	View Pictures, Books, Needles, Sterilizers, Facial tissue, Tweezers, Sterile cotton, mirrows,

		mechanical hair removal		manual hair removal	mechanical hair removal	magnifying glass.
General Objectives: 3.0 Understand the procedure for removing Unwanted Hair with Equipments.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
6-9	3.1 Describe the procedure for removing unwanted hair using the following: <ul style="list-style-type: none"> • Depilatory machine • Hair lightening machine • Electrolysis needles • Electronic tweezer 	Discuss the procedure for removing unwanted hair using the machines listed in 3.1	Video, Pictures, Chalkboard, Bodies, etc.	Carryout removal of unwanted hair using the machine listed in 3.1.	Demonstrate the procedure of hair removal using the machines listed in 3.1.	Hair removal equipment
General Objectives: 4.0 Know different types of treatment for Unwanted Hair.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
10-12	4.1 List the different types of treatment of unwanted hair: <ol style="list-style-type: none"> a) Lightening the hair by bleaching b) Remove the hair by waxing c) Electrology d) Electroaqualation 	Identify different types of treatment of unwanted hair.	Videos, Pictures, Textbooks, Etc.	Carryout the different ways of treating unwanted hair	Demonstrate and ensure the trainee carries out the treatment of superfluous hair	Hair removal equipments.

Assessment: Course work-10%; Test-10%; Practical-40%; Examination-40%

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY

COURSE: PERMANENT WAVING

CODE: CMC111

DURATION: HOURS/WEEK **Lecture: 1hr** **Practical: 4hrs**

UNITS:

GOAL: The module is intended to provide the trainee with the basic knowledge and skills needed in permanent waving.

GENERAL OBJECTIVES:

On completion of this course, the trainee should be able to:

- 1.0 Understand Permanent waving.
- 2.0 Understand the chemistry of products used in permanent waving.
- 3.0 Know proper perming procedures.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: PERMANENT WAVING			COURSE CODE: CMC 111		CONTACT HOURS:5 hrs	
GOAL: This course is intended to provide the trainee with the basic knowledge and skills needed in permanent waving.						
COURSE SPECIFICATION: Theoretical Contents:				Practical Contents:		
General Objective: 1.0 Understand Permanent Waving.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-4	1.1 Define permanent waving 1.2 Explain the basic perming skills 1.3 Explain the physical structure of the hair 1.4 Explain the chemical composition of the hair	Discuss the basic perming skills. State the physical structure of the hair. state the chemical composition of the hair.	Combs, Waving lotion, Neutralizers, etc	Carry out permanent waving.	Demonstrate permanent waving.	Combs, Waving lotion, Neutralizers, etc
General Objectives: 2. 0 Understand the chemistry of products used in permanent waving						
WEEK	Specific Learning Objective:					
4-8	2.1 Explain the terms, keratin, polypeptide, disulfide. 2.2 Explain processing of chemical products.	Discuss the chemistry of products used in permanent waving.	Combs, Waving lotion, Neutralizers, etc.	Identify keratin, polypeptide and disulfide.	Demonstrate the identification of various chemical products.	Combs, Waving lotion, Neutralizers, etc

General Objective: 3.0 Know proper perming procedures						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
9-12	3.1 Define pre-perm analysis 3.3 Explain porosity. 3.3 Define poor/good porosity 3.4 List safety precautions during perming	List the procedures of pre-perm analysis. Describe the term porosity. State the safety precautions during perming	Alkaline lotion	Carry out pre-perm analysis. Carry out determination of porosity.	Demonstrate pre-perm analysis. Demonstrate determination of porosity.	Alkaline lotion, etc

Assessment: Course work-20%; Test-20%; Practical-20%; Examination-40%

PROGRAMME:	NVC IN COSMETOLOGY AND BEAUTY THERAPY		
COURSE:	HAIR EXTENTION		
CODE:	CMC113		
DURATION:	HOURS/WEEK	Lecture: 1hr	Practical: 4hrs
UNITS:	3		
GOAL:	The module is designed to provide the trainee with the basic skills for Wigs and Hair Extensions.		

GENERAL OBJECTIVES:

On completion of this course, the trainee should be able to:

- 1.0 Know the different types of wigs and their use
- 2 Know the various types of hair pieces and their uses.
- 3 Understand the procedure for cutting, thinning, setting, placing and securing wigs and hair pieces.
- 4 Know the procedure for applying hair colours to wigs, hair pieces and wig size adjustment.
- 5 Know the various procedures for affixing hair extensions to live models.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: HAIR EXTENTION			COURSE CODE: CMC 113		CONTACT HOURS:5 hrs	
GOAL: this module is designed to provide the trainee with necessary basic knowledge of applying wigs and hair pieces to a client's hair						
COURSE SPECIFICATION: Theoretical Contents				Practical Contents:		
General Objective: 1.0 Know the different types of wigs and their uses						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-4	<p>1.1 Define a wig</p> <p>1.2 List the reasons why people wear wigs eg personal, medical, fashion and practicality.</p> <p>1.3 Describe the different types of wigs and their uses.</p> <p>1.4 State the sanitary and safety precautions for wigs and hair pieces.</p> <p>1.5 Explain the various qualities of wigs and hair pieces.</p>	<p>List different types of wigs and their uses.</p> <p>Explain the sanitary & safety precaution for wigs, fall and hair pieces e.g. Braid attachment & weavons</p> <p>Explain how to test hair piece and a wig quality e.g. 100% human hair 80% human hair mixed with synthetic fibres, etc.</p> <p>List different types of wig stiches</p>	<p>Textbook</p> <p>Note book</p> <p>Chalk Board</p>	<p>Carry out how to wear a wig.</p> <p>Identify product used in safety and sanitary precaution of various hair extentions.</p> <p>Carry out how to test wig and hair pieces.</p> <p>Identify different wig stiches</p>	<p>Demonstrate how to wear a wig .</p> <p>show the type of wigs available</p> <p>Put a wig on clients.</p> <p>Demonstrate safety and sanitary precaution for various hair extentions</p> <p>Demonstrate how to test for the quality of wigs and hair piece</p> <p>Demonstrate how to indicate machine made wig and hand made wig</p>	<p>Wig and various attachments, Mannequine live models, etc</p> <p>Match box or lighter</p> <p>Wig or hair piece of any type</p> <p>Ash tray, etc.</p>

	1.6 Explain the differences between machine made and hand tied wig.					
General Objectives: 2.0 Know the various types of hair pieces and their uses.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
5-8	2.1 Describe the various types of hair extension eg : Switches, wiglets, brandeau and their uses. 2.2 Explain how to care for wigs 2.3 Explain how to condition the wig. 2.4 Explain when to clean or wash the wig 2.5 Explain the procedure for wig and wig block measurements	Explain the various types of hair extension Ensure the trainee understand wig and wig block measurement	Wig and various attachments, Textbook, Chalkboard, etc	Identify defferent types of hair. Carry out how to condition a wig. Carryout wig block measurement	Display defferent types of hair. Demonstrate how to condition a wig. Demonstrate and ensure the trainee understands wig block measurement	Wig and various Attachments Wig and Wig block measuring tape

	General Objectives: 3.0 Understand the procedure for cutting, thinning, setting and securing wigs and hair pieces.					
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning esources	Specific Learning Objective	Teachers Activities	Learning Resources
9	3.1 Explain the procedure for cutting a wig. 3.2 Explain the reasons and procedure for thinning a wig 3.3 Explain the procedure for setting wig. 3.4 Explain the procedure for placing and securing a wig	Ensure the trainee understand the procedure for cutting a wig Ensure the trainee understands the reasons and procedure for wig thinning Ensure the trainee understands wig setting procedure. Ensure the trainee understands the procedure for securing a wig	Textbooks, Chalkboard	Carry out wig cutting Carry out wig thinning Carry out wig setting Carry out placing and securing of a wig	Demonstrate and ensure the trainee understand wig cutting, thinning and setting Demonstrate placing and securing of wig	Wigs, scissors, thinning, setting lotions, rollers, pins, etc Wigs Bobbie pins
	General Objectives: 4.0 Know the procedure for applying hair colours to wigs, hair pieces and wig size adjustment.					
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning esources	Specific Learning Objective	Teachers Activities	Learning Resources
10	4.1 Explain the procedure for applying	Ensure the trainee understands the	Textbook Chalkboard	Carryout temporary application and tinting	Demonstrate and ensure the trainee	Wig Wig block

	<p>temporary colours to wigs and hair pieces</p> <p>4.2 Explain the procedure for tinting wigs and hair pieces</p> <p>4.3 Explain the procedure for securing wigs and hair pieces</p>	<p>procedure for applying temporary colour to wigs and hair pieces and the procedure for tinting wigs and hair pieces</p> <p>Ensure trainee understands the procedure for securing wigs and hair pieces</p>	<p>Marker Board Marker</p>	<p>of wigs and hair piece</p>	<p>understands temporary colour</p> <p>Demonstrate the application of temporary colour and tins to wigs and hair piece.</p>	<p>Temporary colour Colour and rinse Tinting or bleaching Powder Hydrogen peroxide, etc</p> <p>Wig Bobbie pirs</p>
General Objectives: 5.0 Know the Various Procedures for Affixing Hair Extentions.						
WEEK	Specific Learning Objective Theory	Teachers Activities	Learning esources	Specific Learning Objective	Teachers Activities	Learning Resources
11-12	<p>5.1 Explain the bonding procedure for hair extentions</p> <p>5.2 Explain the swewing procedures for hair extentions</p> <p>5.3 Explain any other procedures for skinning hair extentions.</p>	<p>Ensure trainees understand the procedures for bonding, swewing and affixing hair extentions</p>	<p>Textbooks, Marker Board Marker</p>	<p>Carryout bonding, Swewing and fixing of hair extentions</p>	<p>Demonstrate and ensure the trainee understands in practical terms Bodning, swewing and fixing of hair extention</p>	<p>Bonding Glue Needle Thread Hair Extention Scissors, etc.</p>

Assessment: Course work-20%; Test-20%; Practical-20%; Examination-40%

PROGRAMME: **NVC IN COSMETOLOGY AND BEAUTY THERAPY**

COURSE: **SKIN CARE**

CODE: **CMC 201**

DURATION: **HOURS/WEEK** **Lecture:2hrs** **Practical: 6hrs**

UNITS: **3**

GOAL: This module is designed to introduce the trainee to the disorders of the Skin and how to take care of the Skin.

GENERAL OBJECTIVES:

On completion of this course the learner will be able to:

- 1.0 Know the Structure and texture of the Skin.
- 2.0 Know the Structure and function of the Skin.
- 3.0 Know the disorders of the Skin.
- 4.0 Know how to care for the skin.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: SKIN CARE			COURSE CODE:CMC 201		CONTACT HOURS: 8hrs	
GOAL: This module is designed to introduce the trainee to the disorders of the Skin and how to take Care of the Skin.						
COURSE SPECIFICATION: Theoretical Contents:				Practical Contents:		
General Objective: 1.0 Konw the Structure and Texture of the Skin.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-4	1.1 State the reason for growing hair on the skin 1.2 Illustrate the layers of the hair structure 1.3 Explain the shapes of the hair 1.4 List the types of hair.	Ensure that the trainee understands the importance and structure of the hair on the skin	Textbooks. Chalk. Board Video Pictures	Identify the different textures of various hair	Demonstrate and ensure the trainees carry out the texture of the various hair.	Laboratory equipment. etc
General Objective: 2.0 Know the Structure and Functions of the Skin						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
5-8	2.1 Define the two layers of the skin. 2.2 State the functions of the Skin.	Explain the functionalities and the layers of the skin.	Textbooks Chalk Board, etc.	Carry out the examination of different skin structures and function Identify the texture of the skin	Demonstrate and ensure the trainee carries out the examination on the different skin structures	Laboratory equipments

WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
General Objective: 3.0 Know the Disorders of the Skin.						
9-10	3.1 Itemize the disorders of the skin 3.2 Describe the disorders of the skin: <ul style="list-style-type: none"> • Ringwarm, • Dandruff, • Alopecia ,etc 	Explain the disorders of the skin	Chalk Board, etc.	Carry out examination on the skin and its disorders	Demonstrate and ensure that the trainee carries out the examination of skin disorders.	Laboratory or facial equipments
General Objective: 4.0 Know how to care for the Skin.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
11-12	4.1 Define the Skin 4.2 List the functions of the skin 4.3 Explain how to protect the body 4.4 Illustrate how to nourish the Skin.	Explain the meaning of skin and its importance to the body	ChalkBoard, etc	Examine the skin and its protection to the body	Demonstrate and ensure the trainee examines the skin and its protection to the body	Facial equipments or laboratory equipments

Assessment: Course work-20%; Test-20%; Practical-20%; Examination-40%

PROGRAMME:	NVC IN COSMETOLOGY AND BEAUTY THERAPY		
COURSE:	MANICURE/PEDICURE		
CODE:	CMC 202		
DURATION:	HOURS/WEEK	Lecture: 2hr	Practical: 6hrs
UNITS:	3		
GOAL:	This course is designed to acquaint the trainee with skills & knowledge necessary for a successful carrier in care of hands and feet .		

GENERAL OBJECTIVES:

On completion of this course, the trainee should be able to:

1. Know equipments, and materials needed for manicure & Pedicure and their uses.
2. Understand table set up for manicure.
3. Know the steps in pre-service procedure for Spa manicure & pedicure
4. Understand the proper procedure for Spa manicure & pedicure
5. know the basic nail shapes & types of polish supplication;
6. Understand post service techniques procedures for a spa manicure and pedicure.
7. Understand the proper procedure for reconditioning hot oil manicure.
8. Know the steps in man's manicure
9. Understand how to perform hand, arm & foot massage

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: MANICURE AND PEDICURE			COURSE CODE: CMC 202		CONTACT HOURS:8 hrs	
GOAL: This course is designed to acquaint the trainee with skills & knowledge necessary for a successful carrier in care of hands and feet						
COURSE SPEFICIATION: Theoretical Contents:2 hrs				Practical Contents: 6 hrs		
General Objectives 1.0 Know equipments, and materials needed for manicure & Pedicure and their uses						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-4	1.1 Define: <ul style="list-style-type: none"> • Manicure • Pedicure 1.2 List the equipment and materials for manicure and pedicure e.g. <ul style="list-style-type: none"> • manicure table with camp • Finger bowl • Disinfection container • Client cushions • Sanitized wipe container • Supply tray • Electric Nail dryer • Pedicure station 	Discuss manicure/pedicure List the equipment for carrying out manicure/pedicure	Pictures, Videos Chalkboard Handout, etc	Carry out manicure exercise Carry out pedicure exercise	Demonstrate manicure Demonstrate pedicure	Manicure table lamps, Finger bowls Containers etc.

	<p>1.3 List Implements and know their uses e.g:</p> <ul style="list-style-type: none"> • Orange wood stick • Steel pusher • Nail file • Emery board • Curticle nipres • nail buffers • nail brush • foot separators • nail clippers • rinse & soap baths. <p>1.4 State materials & know the uses of :</p> <ul style="list-style-type: none"> • towels • cotton balls • plastic spatulas • plastics bags. <p>1.5 Identify cosmetics eg:</p> <ul style="list-style-type: none"> • Antibacterial soap • Polish remover • Curticle cream • Antiseptic foot spray • Foot powder 	<p>Explain to the trainee the use of implements listed in 1.3</p> <p>Explain the uses of materials and supplies used during and after manicure and pedicure.</p> <p>Explain the uses of materials listed in 1.5</p>	<p>Chalk board Test books, Hand outs, Videos Pictures, etc.</p> <p>Samples of soaps polish, creams.</p> <p>Samples of cosmetics</p>	<p>Carry out the use of the Implements listed in 1.3</p> <p>Carry out the use of the materials listed in 1.4</p> <p>Carry out the use of the materials listed in 1.5</p>	<p>Demonstrate the use of the implements listed in 1.3</p> <p>Demonstrate the use of the materials listed in 1.4</p> <p>Demonstrate the use of the materials listed in 1.5</p>	<p>Orange wood stick steel pusher, nail file etc.</p> <p>Towels Cotton balls Plastic spatulas Plastic bags</p> <p>Samples of cosmetics</p>
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	<ul style="list-style-type: none"> • Foot lotion • Nail bleach • Cuticle softeners etc 					
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General Objectives 2.0 Understand table set up for manicure/pedicure

WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
5	2.1 Explain the Importance of a properly set table for manicure. 2.2 Know the steps involved in setting up a manicure /pedicure table:	Discuss the importance of table set up for manicure and pedicure. List the steps involved in setting up a manicure/pedicure table	Chalk board video pictures etc.	Carry out the method of setting up table . Identify the steps involved in setting up a manicure and pedicure table:	Demonstrate the method of setting up table . Demonstrate the steps involved in setting up a manicure and pedicure table:	Table, Chair Disinfectant etc.

General Objectives 3.0 Know the steps in pre-service procedure for Spa manicure & pedicure

WEEK	Specific Learning Objective Theory	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
6	3.1 Described steps in pre-service procedure for manicure/pedicure	Explain the steps in pre-service procedure for manicure/pedicure.	Chalk board, Table, chair, etc.	Carry out pre-service procedure for manicure and pedicure..	Demonstrate pre-service procedure for manicure and pedicure..	Tables, Disinfectants etc.

	3.2 Identify the steps in pre-service procedure for manicure/pedicure.	List the steps in pre-service procedure for manicure/pedicure				
WEEK	General Objectives: 4.0 Understand the proper procedure for water manicure & pedicure					
	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources.
7	<p>4.1 Describe the procedure for spa manicure and pedicure.</p> <ul style="list-style-type: none"> • Remove polish • Shape nails • Soften cuticle • Clean nails • Dry nails • Apply cuticle remover • Loosen cuticle • Cut cuticle • Remove shoes & socks • Spray feet • Soak feet • Rinse feet. • Dry feet • Remove polish • Clip nails etc. 	Explain the procedures for spa manicure and pedicure	Textbooks, Table, Pictures Videos, Chalkboard, etc.	<p>Carry out the procedure for spa manicure and pedicure</p> <p>Follows procedure and demonstrates</p>	Demonstrates procedure for spa manicure and pedicure	Remover Nail cutter Nail files etc.

WEEK	General Objectives: 5.0 know the basic nail shapes & types of polish application;					
	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources.
8	5.1 Identify the basic nail shapes 5.2 Describe various type of polish application e.g <ul style="list-style-type: none"> • Full coverage • Free edge • Haircure Tip • Slim line or free walls • Half moon 	Itemize the different nail shapes to the trainee	Pictures, chalk boards, Videos, Textbooks etc.	Carry out the use of different nail shapes .	Demonstrate the use of nails	Different nail shapes like Acrylic nails French tips etc.
WEEK	General Objectives: 6.0 Understand post service techniques and procedures for a Spa manicure and pedicure.					
	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources.
9	6.1 Explain post pedicure & manicure services & techniques .	List post pedicure and manicure services techniques.	Chalk, board pictures video etc.	Carry out post pedicure/manicure services techniques.	Demonstrate post pedicure/manicure services techniques.	Disinfected towels, mopping clothes & sticks etc.

WEEK	General Objectives: 7.0 Understand the proper procedure for reconditioning hot oil manicure.					
	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources.
10	<p>7.1 State benefits of hot oil manicure like.</p> <p>(a) Softening brittle nails cuticles</p> <p>(b) Adding moisture and hard skin and nails, etc.</p> <p>7.2 Identify supplies & equipment.</p> <p>7.3 Describe procedure for hot oil and paraffin wax treatment.</p>	<p>List the importance of hot oil manicure.</p> <p>List the supplies and equipment for hot oil manicure.</p> <p>List the procedures for hot oil and paraffin treatment</p>	Chalkboard, hand outs etc.	Carry out reconditioning hot oil manicure	Demonstrate reconditioning hot oil manicure.	Manicure table, hot oil, plastic cup & lotion, paraffin wax, latex gloves, towel gloves, etc.
WEEK	General Objectives: 8.0 Know the steps in men's manicure					
	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources.
11	8.1 Describe procedure for men's manicure.	List the procedures for men's manicure/pedicure	Pictures, video, Text books, Handouts, etc.	Carry out men's manicure .	Demonstrate men's manicure.	Curticle softners, buffers, oil etc.

WEEK	General Objectives: 9.0 Understand how to perform, hand, arm & foot massage.					
	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources.
12	<p>9.1 State the benefit of hand ,arm and foot massage .</p> <p>9.2 Describe hand, arm and foot massage techniques.</p>	<p>List the benefit of hand, arm and foot massage.</p> <p>State hand, arm and foot massage techniques.</p>	Textbook, Handouts videos pictures etc.	Carry out hand, arm and foot massage techniques.	Demonstrate hand, arm and foot massage techniques.	Massage equipments etc.

Assessment: Course work-20%; Test-20%; Practical-20%; Examination-40%

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY

COURSE: FACIALS

CODE: CMC 203

DURATION: HOURS/WEEK **Lecture: 2hrs** **Practical: 6hrs**

UNITS: 3

GOAL: This module is intended to equip the trainee with the competency in Facials and Facials Makeup.

GENERAL OBJECTIVES:

On completion of this course the trainee should be able to:

- 1.0 Know the implements, purpose and procedure for Facials and Facial Makeup.
- 2.0 Understand the need for Facials.
- 3.0 Understand the application of Makeup.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: FACIALS			COURSE CODE: CMC 203		CONTACT HOURS:8hrs	
GOAL: This module is intended to equip the trainee with the competency in Facials and Facial Makeup.						
COURSE SPECIFICATION: Theoretical Contents:2 hrs				Practical Contents: 6 hrs		
General Objective: 1.0 Know the implements, purpose and procedure for facials and facial makeup.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-4	1.1 Define facials. 1.2 Explain the benefits of facials 1.3 List the materials required for facials 1.4 Describe the kind of mask that can be used for facials.	List the benefits of facials State the materials needed for facials. Show the kind of mask that can be used for facials.	Marker Board marker. Marker cleaner.	Identify the materials required for facials Identify the kind of mask that can be used for facials.	Demonstrate the basic procedures for a facial Show the required or optional manipulation for a facial. Demonstrate how to use mask.	Marker, Board marker, Marker cleaner. Mask.
General Objective: 2.0 Understand the Need for Facials.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
5-9	2.1 State the reason for facial makeup. 2.2 List the types of facial makeup 2.3 Describe the implements for facial makeup	Discuss the reasons for facials make up. List the implement for facial make up.	Marker Board marker. Marker cleaner.	Carry out identification of implements and supplies for facial makeup	Demonstrate facial make up using implements and supplies.	Implement for facial Make up.

General Objective: 3.0 Understand the application of Makeup.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
10-12	<p>3.1 State the procedure for applying facial makeup</p> <p>3.2 Describe the different facial types</p> <p>3.3 List the types of cosmetics used for facial makeup and hair purposes</p>	<p>List the procedure For applying facial makeup .</p> <p>Explain the types of facial make up.</p> <p>Explain the types of cosmetics used for facial makeup and hair purposes</p>	<p>Cleansing lotion Gauge Astringents Antispectic lotion Lubricating lotion Cleansing tissues Towels Salon gown Spectulars</p>	<p>Identify the different facial make up types.</p> <p>Carry out facial makeup</p>	<p>Demonstrate facial make up</p>	<p>Headbands Tissue snips Makeup Tray Facial Steamer Magnifying glass Sponges Cotton pads Absorbant Cotton</p>

Assessment: Course work-20%; Test-20%; Practical-20%; Examination-40%

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY
COURSE: NAIL TECHNOLOGY
CODE: CMC 204
DURATION: HOURS/WEEK Lecture: 2hrs Practical: 6hrs
UNITS: 3
GOAL: At the end of this module, trainees should know how to fix and design false nails

GENERAL OBJECTIVE:

1. Understand nail technology
2. Know the supplies needed for nail tips, nail wrap and acrylic nail supplication
3. Understand the procedure for supplying nail tips, nail wrap and acrylic nails
4. Understand the procedure for maintaining nail tips, nail wrap, and acrylic nails
5. Know how to remove nail type nail wrap and acrylic nails.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: NAIL TECHNOLOGY			COURSE CODE: CMC 204		CONTACT HOURS:8 hrs	
GOAL: At the end of this module trainee should know how to fix and design false nail						
COURSE SPECIFICATION: Theoretical Contents:2 hrs				Practical Contents: 6 hrs.		
General Objective: 1:Understand nail technology						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1	1.1 Define nail technology	Explain the definition of nail technology	Textbooks Chalkboard	Carry out false nail fixing as defined by textbooks	Demonstrate false nail fixing as defined by textbooks	Nail tips Acrylic nails
General Objectives: 2: Know the supplies needed for nail tips nail wrap and acrylic nail supplication						
WEEK	Specific Learning Objective: Know the supplies needed for nail type nail wrap end scryle nail application					
2-3	2.1 List supplies for nail tips. <ul style="list-style-type: none"> • Abrasive • Buffer block • Nail adhesive • Nail tips 2.2 List supplies for nail fabric wrap eg: <ul style="list-style-type: none"> • Fabric • Small scissors 	Explain the list for supplies of nail accessories.	Text book chalk board Pictures Videos.	-	-	-

	<ul style="list-style-type: none"> • Adhesive dryer etc <p>2.3 List supplies for paper wrap eg:</p> <ul style="list-style-type: none"> • Mending tissue • Mending liquid • Ridge filler <p>2.4 List supplies for acrylic nails eg :</p> <ul style="list-style-type: none"> • Acrylic liquid • Acrylic powder • Prime. Etc 					
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WEEK	Specific Objective: 3: Understand the procedure for supplying nail tips, nail wrap and acrylic nails					
4-8	<p>3.1 Describe the procedure for applying nail tips eg:</p> <ul style="list-style-type: none"> • Remove old polish • Push back cuticle • Buff nail to remove cracks • Size type etc. <p>3.2 Describe the procedure for applying nail fabric wrap eg:</p> <ul style="list-style-type: none"> • Etch nail to remove shine • Apply nail antiseptic • Apply adhesive • Cut fabric • Apply fabric adhesion <p>3.3 Describe the procedure for applying paper wrap eg:</p>	Ensure that the trainee understands the procedure of nail application	Text books, handout, chalks board etc	Carries out the application of nail tips.	Demonstrates the application of nail tips	Nail tips buffers trainers Text book chalk board

	<ul style="list-style-type: none"> • Tear mending tissue • Apply mending liquid t tissue • Apply mending liquid etc. <p>3.4 Describe the procedure for applying acrylic nails over form eg</p> <ul style="list-style-type: none"> • Position nail form over nails • Apply primer • Prepare acrylic liquid and powders • Dip brush into acrylic liquid <p>3.5 Describe the procedure for applying acrylic nails over tips eg:</p> <ul style="list-style-type: none"> • Form acrylic balls • Place balls on free edge\ • Place second ball 					
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	<p>of acrylic</p> <ul style="list-style-type: none">• Shape second ball of acrylic. <p>3.6 Explain the procedure for acrylic nail application over tips eg</p> <ul style="list-style-type: none">• Apply tips to natural nails• Place ball of acrylic over tips					
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WEEK	Specific Objective: 4 understand the procedure for maintaining nail tips nail wrap and acrylic nails					
9-10	<p>4.1 Explain the procedure for maintain tips eg</p> <ul style="list-style-type: none"> • Client wearing tips will need weekly or bi-weekly manicure <p>4.2 Explain the procedure for maintaining nail wrap eg</p> <ul style="list-style-type: none"> • Clients will need bi-weekly or monthly re-wrapping of nails <p>4.3 Describe the procedure maintaining acrylic nails eg</p> <ul style="list-style-type: none"> • Rebalancing • Crack repair 	Ensure the trainee understands the maintenance of nails	Text books Board, chalk handouts etc	Carry out the maintenance of nails by using a live patron	Demonstrates the maintenance of nails by suing live patron	Nail tips trimmers buffers
WEEK	Specific Objective: 5. Know how to remove nail tips, nail wrap and acrylic nail					
11-12	<p>5.1 Explain the procedure for removing nail tips eg</p> <ul style="list-style-type: none"> • Soak nails • Slide tip off • Buff nail 	Ensure the trainee understands the procedure of nail removal	Text books picture, videos etc	Carries out the process of nail removal	Demonstrates the process of nail removal	Dissolves removals containers etc

	<ul style="list-style-type: none"> • Condition cuticles surrounding skin <p>5.2 Describe the procedure for removing nail wrap eg</p> <ul style="list-style-type: none"> • Complete nail wrap pre-service • Soak nail • Slide off softened wraps • Buff nails <p>5.3 Explain procedure for removing acrylic nails eg</p> <ul style="list-style-type: none"> • Fill bowl with acetone • soak finger tips • Remove acrylic with orange wood stick etc 					
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Assessment: Course work-20%; Test-20%; Practical-20%; Examination-40%

PROGRAMME:	NVC IN COSMETOLOGY AND BEAUTY THERAPY		
COURSE:	THEORY OF MASSAGE		
CODE:	CMC 301		
DURATION:	HOURS/WEEK	Lecture: 2 hr	Practical: 6 hrs
UNITS:	3		
GOAL:	This module is designed to equip the trainee with the necessary skills for carrying out Massage		

GENERAL OBJECTIVES:

On completion of this course the trainer should be able to:

- 1.0 Know the different tools/equipments used for massage and the various manipulations of massage.
- 2.0 Know the stages of massage.
- 3.0 Know the psychological effects of massage.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: THEORY OF MASSAGE		COURSE CODE: CMC 301		CONTACT HOURS: 8 hrs		
GOAL: This module is designed to equip the trainee with the necessary skills for carrying out massage						
COURSE SPEFICIATION: Theoretical Contents: 2 hrs				Practical Contents: 6 hrs		
General Objectives : 1.0 Know the different tools/equipments used for massage and the various manipulations of massage						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-3	1.1 List tools for massage e.g. <ul style="list-style-type: none"> • Massage oils, lotions and creams • Clean towels • Massage bed • Aromatheraphy • Vibrators, etc. 1.2 Explain massage movements like: <ul style="list-style-type: none"> • Efflu Rage or Stroking • Petrissage or Kneeding • Friction or deep rubbing • Precuassion or Tampotment, etc. 	Describe the various tools for massage Describe various massage movements	Board Chalk Textbooks Video Pictures Textbooks, etc	Identify various massage tools Carryout the various massage movements while attending to a live patron	Demonstrate how to handles the massage tools . Demonstrate massage movements	Massage equipments or tools etc.
General Objective: 2.0 Know the stages of Massage.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
4-9	2.1 Describe massage movements for a full body massage. 2.2 Describe the manipulation for scalp massage. 2.3 Explain the movements for face and neck massage 2.4 Describe the movements for	Explain to the trainee the procedure to a full massage movement	Video Pictures Tectbooks Handouts, etc	Carry out the procedures of full massage movement and also applies it	Full implementation of body massage and ensure the trainee understands	Massage equipments, etc.

	only hand/feet				and performs it.	
General Objective: 3.0 Know the Psychological Effects of Massage.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
10-12	3.1 Explain the psychological effects of massage 3.2 Explain how the knowledge of the muscles, nerves and blood vessels of the human body affects massage.	Discuss the psychological implication of massage.	Textbooks Handouts, etc	Stimulate the psychological implication of massage	Demonstrate by way of showing the trainee the psychological implication of massage	Massage equipments, etc.

Assessment: Course work-20%; Test-20%; Practical-20%; Examination-40%

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY

COURSE: HISTORY AND DEVELOPMENT OF AROMATHERAPY

CODE: CMC 302

DURATION: HOURS/WEEK **Lecture: 1 hr** **Practical: 4hrs**

UNITS: 3

GOAL: This module is designed to assist the trainee develop the skill of Aromatherapy, the use of essential oils and the theory of massage.

GENERAL OBJECTIVES:

On completion of this course the trainee should be able to:

- 1.0 Understand Aromatherapy
- 2.0 Know the benefits of Aromatherapy to the body
- 3.0 Understand the use of essential oils
- 4.0 Know the various techniques of body massage.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: HISTORY AND DEVELOPMENT OF AROMATHERAPY			COURSE CODE: CMC 302	CONTACT HOURS: 8 hrs		
GOAL: This module is designed to assist the trainee develop the skill of Aromatherapy, the use of essential oils and the theory of massage.						
COURSE SPEFICIATION: Theoretical Contents:1 hr			Practical Contents: 4 hrs			
General Objectives: 1.0 Understand Aromatherapy.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-3	1.1 Define Aromatherapy 1.2 Explain the purpose of Aromatherapy 1.3 State the techniques used in Aromatherapy	Discuss Aromatherapy List the techniques used in Aromatherapy	Books Pictures	-	-	-
General Objectives: 2.0 Know the benefits of Aromatherapy to the Body						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
4-7	2.1 State the benefits of aromatherapy to the body 2.2 Explain the healing powers of aromatherapy 2.3 Decribe the procedures for aromatherapy	List the importance of aromatherapy to the body Discuss the healing powers of aromatherapy State the procedures for aromatherapy	Books Pictures	Carryout the procedre of Aromatherapy	Demonstrate the procedres of aromatherapy	Books Pictures

General Objectives: 3.0 Understand the use of essential oils.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
8-9	3.1 Define the term essential oils 3.2 Know the types of essential Oils. 3.3 Explain how they are blended and used on the body	Discuss the importance of essential oils and how they are blended and used on the body	Books Pictures Internet	Carryout the blending of essential oils Show the steps taken in applying the essential oils Show how they are used on the body and the effect they have	Demonstrate the blending of essential oils. Demonstrate the steps taken in applying essential oil.	Essential Oils
General Objectives: 4.0 Know the various techniques of Body Massage.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
10-12	4.1 Describe the effleurage technique of massage 4.2 Explain the petrissage method 4.3 Explain the friction involved in massaging 4.4 Explain which is vibration in massage	Discuss the various techniques of body massage	Books Pictures Internet	Identify the various massage movement and their effects on the client.	Demonstrate the various massage movement and their effect on the client.	Essential Oils

Assessment: Course work-20%; Test-20%; Practical-20%; Examination-40%

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY

COURSE: ESSENTIAL OILS

CODE: CMC 303

DURATION: HOURS/WEEK **Lecture: 1 hr** **Practical: 4hr**

UNITS: 3

GOAL: This module is designed to acquaint the trainees with the knowledge of Essential Oil.

GENERAL OBJECTIVES:

On completion of this course the trainee should be able to:

- 1.0 Know the Categories of Essential Oils.
- 2.0 Know how to mix Essential and Carrier Oils
- 3.0 Know how to blend and store Essential Oils
- 4.0 Know the contra- indications of using Essential Oils.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: ESSENTIAL OILS			COURSE CODE: CMC 303	CONTACT HOURS: 5 hrs		
GOAL: This module is designed to acquaint the trainee with the knowledge of Essential Oil.						
COURSE SPEFICIATION: Theoretical Contents:1 hr			Practical Contents: 4 hrs			
General Objectives: 1.0 Know the Categories of Essential Oils.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-3	1.1 Define an Essential Oils 1.2 List types of Essential Oils 1.3 Describe the source of Essential Oils 1.4 Explain the main methods of oil extracton	Define Essential oil Show the different types of essential oils	Chalk Board Pictures of Plant and Flowers Textures	-	-	-
General Objectives: 2.0 Know how to mix Essential and Carrier Oils.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
4-6	2.1 Define Carrier oil 2.2 State the uses of Carrier oil 2.3 Describe how to mix an essential and carrier oil.	Explain how to mix essential and Carrier oils	Chalk Board Textbooks	Carry out how to mix Essential and Carrier Oils	Demonstrate mixing of Essential and Carrier Oils.	Essential oil Carrier Oil Ceremic Bowls
General Objectives: 3.0 Know how to Blend and Store Essential Oils.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
7-10	3.1 Define blending 3.2 State the reason for blinding 3.3 Describe how to blend	Explain how to blind essential oils Explain safe methods of storage and preferred	Chalkboard Textbooks Pictures	Carryout the blending of essential oils Show how to	Demonstrate the blending of essential oils. Guide the	Essential Oils Ceremic bowls Dark both Dark room

	essential oil 3.4 Describe safe methods of storage and preferred labelling of essential oils	labeling of essential oil.		preserve and store essential oil	trainee to carryout how to preserve and store essential oil	
General Objectives: 4.0 Know the Contra- indications of using Essential oils						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
11-12	4.1 Describe the main qualities of a selected number of essential oils. 4.2 Explain the Contra-indications of using essential oil	Explain Contra-indications of using Essential Oils	Chalkboard Textbooks Pictures	Identify the different type of contra-indications.	Guide trainees to identity different types of Contra-indications.	Essential Oils Carrier Oils Ceremic bowls Pictures Videos Dark bottles.

Assessment: Course work-10%; Test-10%; Practical-40%; Examination-40%

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY
COURSE: WAXING TECHNIQUES
CODE: CMC 304
DURATION: HOURS/WEEK **Lecture:1hr** **Practical: 4 hrs**
UNITS: 3
GOAL: This module is designed to introduce the trainee to techniques of Waxing.

GENERAL OBJECTIVES:

On completion of this course the trainee should be able to:

- 1.0 Know the various Waxing Techniques
- 2.0 Understand post Wax treatment and Care.
- 3.0 Understand Waxing Safety precautions.

PROGRAMME: NVC IN COSMETOLOGY AND BEAUTY THERAPY						
COURSE: WAXING TECHNIQUES			COURSE CODE: CMC 304		CONTACT HOURS:6 hrs/week	
GOAL: This module is designed to introduce the trainee to Waxing Techniques.						
COURSE SPECIFICATION: Theoretical Contents: 1 hr				Practical Contents:4 hrs		
General Objective: 1.0 Know the various Waxing Techniques.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
1-5	1.1 Define Waxing. 1.2 List materials for waxing e.g <ul style="list-style-type: none"> • Hot or cold wax • Wax heater or stove • Wax strip • powder, etc 1.3 Describe hot waxing procedures . 1.4 Describe procedure for using cold wax.	Ensure that the trainee understands the meaning and techniques of waxing List waxing materials. Describe the procedure for using cold and hot wax	<ul style="list-style-type: none"> • Textbooks • Videos, etc 	Examine the techniques of waxing . Perform various procedural actions on waxing Identify waxing materials Carryout the procedures for using hot and cold wax.	Demonstrate the techniques and procedures of waxing Ensure that trainee understands waxing materials. Demonstrate procedures for using cold and hot wax.	Gum wax and other waxing tools. Bee Wax Sugar Paste Pre-Wax gel After wax lotion Waxing stripes (paper) A written after care instructions

General Objective: 2.0 Understand post wax treatments.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
6-8	2.1 Explain post wax procedure. like: <ul style="list-style-type: none"> dust off remaining powder from skin apply an emolient cream or antiseptic lotion on treated area, etc. 	Describe various post wax treatment	Textbook Video, etc	Carry out the various post wax activities on the client	Demonstrate and ensure the trainee carries out post wax treatment on a live patron	Face Brushes, Creams, Antiseptic, lotion, etc.
General Objective: 3.0 Understand Waxing Safety Precautions.						
WEEK	Specific Learning Objective	Teachers Activities	Learning Resources	Specific Learning Objective	Teachers Activities	Learning Resources
9-12	3.1 Explain safety precaution to be observed while waxing a client e.g. <ul style="list-style-type: none"> Test the temperature of heated wax before applying it on a client skin to prevent burns Use caution so that the wax does have contact with the eyes, etc. 	List the various waxing precautions	Textbooks, Chalk, Board, Video, etc	Carry out several precautionary measures while attending to a client	Demonstrate the various precautionary measures in waxing.	Waxing machine and equipments.

Assessment: Course work-20%; Test-20%; Practical-20%; Examination-40%

**MINIMUM FACILITIES REQUIRED FOR NATIONAL VOCATIONAL
CERTIFICATE IN COSMETOLOGY AND BEAUTY THERAPY**

1. BARBING SECTION

S/No	Description	Quantity
1	Clippers	6
2	Barbing Chairs	6
3	Barbing Capes	12
4	Towel Warmer	2
5	Dryers (Hand)	4
6	Neck Strip	Consumables
7	Powder	”
8	Combs	”
9	Hair Creams	”
10	Sporting Waves Relaxer	”
11	Sporting Waves Cream	”
12	Face brushes	”
13	Hair brushes	”
14	Mirrors – wall to wall	”
15	Towels	”
16	Shampoos	”
17	Aprons	”
18	Dreadlock Wave	”
19	Hand gloves (disposable)	”
20	Conditioners	”

2. BRAIDING SECTION

S/No	Description	Quantity
1	Hand Dryers	6
2	Pots	2 (Assorted)
3	Electric Kettles	4
4	Styling gel	Consumables
5	Mousse	”
6	Oil Sheen	”
7	Spritz	”
8	Attachments	”
9	Mirrors – wall to wall	”
10	Chairs	”
11	Stools	”
12	Towels	”
13	Tongs & Tonging	”
14	Hair Cream	”
15	Combs (Different types)	”
16	Aprons	”
17	Rollers for Braids	”
18	Pairs of Scissors	”
19	Razor blades	”
20	Vaseline	”

3. FIXING SECTION

S/No	Description	Quantity
1	Electric straighteners	12
2	Weavon/Extensions	Consumables
3	Attachments	”
4	Mirrors – wall to wall	”
5	Combs	”
6	Needles	”
7	Threads	”
8	Hair Cream	”
9	Pairs of Scissors	”
10	Bonding glue	”
11	Razor Blades	”
12	Tongs and Tonging Pots	”
13	Chairs	”
14	Weavon Brush	”
15	Towels	”
16	Oil sheen Spray	”
17	Holding Spray	”

4. WASH & SET SECTION

S/No	Description	Quantity
1	Dryers (Standing)	6
2	Steamers	3
3	Relaxers	Consumables
4	Hair Cream	”
5	Chairs	”
6	Towels	”
7	Combs (Different types)	”
8	Mirror	”
9	Hand Dryers	”
10	Hair bleaches	”
11	Hair colours	”
12	Hair Dye	”
13	Shampoos	”
14	Conditioners	”
15	Neutralizers	”
16	Shampoo Capes	”
17	Aprons	”
18	Scissors	”
19	Razors	”
20	Flat Tong (Straighteners)	”
21	Disposable Shower Caps	”
22	Disposable hand gloves	”
23	Vaseline	”

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4. RECLINING SECTION

S/No	Description	Quantity
1	Recycling Chair	4
2	Stools	4
3	Sound Set (Play soft/low)	1
4	Tea Pot, Tea Cups, Ginger and honey (Tea – hot or cold)	Consumables
5	Napkin Tissues	”
6	Waste bins	”

5. SPA SECTION

S/No	Description	Quantity
1	Couch	2
2	Trolley	2
3	Therapy Stool	2
4	Magnifying Lamp	2
5	Steamer (facial)	2
6	Thermal booties	2
7	Thermal Mitts	1
8	Hot Cabinet	1
9	Sterilisation tray/jar	4
10	Facial brushes	12 (Assorted)
11	Make-up Brushes	12 (Set
12	Pedicure Chairs	2
13	Manicure tables	2
14	Manicure lamp	2
15	Tweezers	12
16	Ultra-Violet Cabinet	1
17	An auto clave	1
18	Cotton Wool	6
19	Waste bin	Consumables
20	Bowls	”
21	Spatula/wooden or plastic	”
22	Paraffin wax	”
23	Massage oil	”
24	Essential oils	”
25	Facial towels	”

26	Body towels	”
27	Towel Cabinet	”
28	Extractors	”
29	Spray disinfectan	”

REFERENCE MATERIALS

1. COSMETOLOGY & BEAUTY THERAPY
THE FOUNDATION
4TH EDITION
BEAUTY THERAPY
LEVEL 2
CITY & GUILD
BY HABIA
2. COSMETOLOGY & BEAUTY THERAPY
THE FOUNDATION
4TH EDITION
HAIR DRESSING
LEVEL 2
CITY & GUILD
BY HABIA
3. MASSAGE AND AROMATHERAPY
A PRACTICAL APPROACH
SECOND EDITION
BY LYN GOLDBERG
4. MILADY'S STANDARD TEXT BOOK OF COSMETOLOGY (REVISED)
MILADYS
5. ART AND SCIENCE OF NAIL TECHNOLOGY
6. ANTHONY CALLOTI TEXT BOOK OF COSMETOLOGY (USA)
BY ELEGANT TWINS INSTITUTE

LIST OF PARTICIPANTS

S/NO	NAME	ADRESS	TEL. NO	e-mail
1	Miss Amirele Ikom	Down Town Beauty Academy, Lagos	08023450616	amy.ikom@yahoo.com
2	Chidi Anaba. E	Down Town Beauty Academy, Lagos	08033410182	Chidi5e@yahoo.co.uk
3	Mrs. Farida Yusuf Abubakar	Hanzy Institute of Beauty Therapy , (Exhale Beauty Saloon) No5,10L. A D Umar Road No 2A Kwato Road U/Rimi Kaduna.	08033145531	f.zayyad@yahoo.com
4	Aisha Halilu Ahmad	Hanzy Institute of Beauty Therapy , No 5 Linic Road. U/Rimi Kaduna.	08063234705	admin@hanzyspa.com
5	Dr.(Mrs) E. Osinsanya	Elegant Twins Institute, Lagos	08023016675	eleganttwins55@yahoo.com
6	Ochei Laura	Elegant Twins Institute, Lagos	08037118325	ocheic@yahoo.com
7	Yusuf S.Ringim	National Board for Technical Education (NBTE) Kaduna	08034697876	alkujaja@yahoo.com
8	Garba Muhammad Nalado	National Board for Technical Education (NBTE) Kaduna	08064954042	gmnalado@yahoo.co.uk
9	Mpieri Aloysius	National Board for Technical Education (NBTE) Kaduna	08033725358	mpieri20@yahoo.com