



FEDERAL MINISTRY OF EDUCATION

# National Technical Certificate (NTC) Curriculum in **COSMETOLOGY**

**February, 2025**



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## **NATIONAL BOARD FOR TECHNICAL EDUCATION**

Plot B, Bida Road, PMB 2239, Kaduna - Nigeria

### **NATIONAL TECHNICAL CERTIFICATE**

#### **CURRICULUM AND MODULE SPECIFICATIONS IN**

# **COSMETOLOGY**

**2025**

## **GENERAL INFORMATION**

### **AIM**

To give training and impart the necessary skills leading to the production of skilled personnel that can fit into the Cosmetology practice and as well be self-reliant entrepreneurs.

### **ENTRY QUALIFICATIONS**

Candidates must not be less than 14 years of age and should have successfully completed three years of Junior Secondary education (BECE) or its equivalent. Special consideration may be given to candidates who hold trade test certificate and are capable of benefiting from the programme.

### **The Curriculum**

The Curriculum of each programme is broadly divided into three components:

- a. General Education, which accounts for 30% of the total hours required for the programme.
- b. Trade Theory, Trade Practice and Related Studies which account for 65% and,
- c. Supervised Industrial Training/Work Experience which accounts for about 5% of the total hours required for the programme. This component of the course which may be taken in industry or in the College production unit is compulsory for the full-time students.

Included in the curriculum are the teacher's activity and learning resources required for the guidance of the teacher.

### **Unit Course/Modules**

A course/ module is defined as a body of knowledge and skills capable of being utilized on its own or as a foundation or pre-requisite knowledge for more advanced work in the same or other fields of study. Each trade course/ module when successfully completed can be used for employment purposes.

### **Behavioural Objectives**

These are educational objectives, which identify precisely the type of behaviour a student should exhibit at the end of a course/module or programme. Two types of behavioural objectives have been used in the curriculum. They are:

- a. General Objectives
- b. Specific Learning Outcomes

**General objectives** are concise but general statements of the behavior of the students on completion of a unit of week such as understanding the principles and application in:

1. fundamental of Cosmetology.
2. fundamental of bacteriology and sterilization as it apply to Cosmetology
3. the use of chemicals and light for therapeutic purposes
4. fundamental and general areas of Cosmetology
5. in shampooing and rinsing
6. hair styling
7. hair shaping.
8. skill in chemical hair processing.
9. Knowledge and skills of hair, skin and scalp and their various disorders
10. in manicuring, pedicuring and facial make up.
11. in beauty salon organization

Specific learning outcomes are concise statements of the specific behavior expressed in units of discrete practical tasks and related knowledge the students should demonstrate as a result of the educational process to ascertain that the general objectives of course/ programme have been achieved. They are more discrete and quantitative expressions of the scope of the tasks contained in a teaching unit.

### **General Education in Technical Colleges**

The General Education component of the curriculum aims at providing the trainee with knowledge in critical subjects like English Language, Mathematics, Economics, Physics, Chemistry, Biology, Entrepreneurial Studies and Mathematics, etc. to enhance the understanding of machines, tools and materials of their trades and their application as a foundation for post-secondary technical education for the above average trainee. Hence, it is hoped that trainees who successfully complete their trade and general education may be able to compete with their secondary school counterparts for direct entry into Universities, Polytechnics or Colleges of Education (Technical) for degree, ND or NCE courses respectively.

### National Certification

The NTC programmes are run by Technical Colleges accredited by N.B.T.E. NABTEB conducts the final national examination and awards certificates.

Trainees who successfully complete all the courses/ modules specified in the curriculum table and passed the national examinations in the trade will be awarded the following certificates:

S/NO	LEVEL	CERTIFICATE
	<b>Technical Programme</b>	
1.	NTC	National Technical Certificate

### Guidance Notes for Teacher implementing the Curriculum

The number of hours stated in the curriculum table may be increased or decreased to suit individual institutions' timetable provided the entire course content is properly covered with the goals and objectives of each module achieved at the end of the term.

The maximum duration of any module in the new scheme is 300 hours. This means that for a term of 15 weeks, the course should be offered for 20 hours a week. This can be scheduled in sessions of 4 hours in a day leaving the remaining hours for general education. However, properly organized and if there are adequate resources, most of these courses can be offered in two sessions a day, one in the morning and the other one in the afternoon. In so doing, some of these programmes may be completed in lesser number of years than at present.

The sessions of 4 hours include the trade theory and practice. It is left to the teacher to decide when the class should be held in the workshop or in a lecture room.

**INTEGRATED APPROACH IN THE TEACHING OF TRADE**

Theory, Trade Science and Trade Calculation

The traditional approach of teaching trade science and trade calculation as separate and distinct subjects in Technical College programmes is not relevant to the new programme as it will amount to a duplication of the teaching of mathematics and physical science subjects in the course. The basic concepts and principles in mathematics and physical science are the same as in the trade calculation and trade science. In the new scheme therefore, qualified persons in these fields will teach mathematics and physical science and the instructors will apply the principles and concepts in solving trade science and calculation problems in the trade theory classes. To this end, efforts have been made to ensure that mathematics and science modules required to be able to solve technical problems were taken as pre-requisite

**Evaluation of Programme/Module**

For the programme to achieve its objectives, any course started at the beginning of a term must terminate at the end of the term. Instructors should therefore device methods of accurately assessing the trainees to enable them give the student's final grades at the end of the term. A national examination will be taken by all students who have successfully completed their modules. The final award will be based on the aggregate of the scores attained in the course work and the national examination.

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**CURRICULUM TABLE AND COURSE HOURS/WEEK**  
**PROGRAMME: NATIONAL TECHNICAL CERTIFICATE**

Module Code	MODULE	YEAR 1						YEAR 2						YEAR 3						TOTAL HOURS
		Term 1		Term 2		Term 3		Term 1		Term 2		Term3		Term 1		Term 2		Term 3		
		T	P	T	P	T	P	T	P	T	P	T	P	T	P	T	P	T	P	
CMA 12-15	Mathematics	2	-	2	-	2	-	2	-	2	-	2	-	2	-	2	-	2	-	216
CEN 11-17	English Language	2	-	2	-	2	-	3	-	3	-	3	-	3	-	3	-	3	-	288
CCH 11-12	Chemistry	2	-	2	-	2	-	1	2	1	2	1	2	1	2	1	2	1	2	288
CBB 11-13	Biology	2	-	2	-	2	-	2	1	2	1	2	1	2	1	2	1	2	1	288
CBM 10	Entrepreneurship	-	-	-	-	-	-	-	-	-	-	-	-	2	-	2	-	2	-	72
CEC 11-13	Economics	2	-	2	-	2	-	2	-	2	-	2	-	2	-	2	-	2	-	216
CCO 111	Introduction to Cosmetology	2	2																	144
CCO 112	Bacteriology, stylization and sanitization in cosmetology			2	2															
CCO 113	Chemical and light therapy in cosmetology					2	2													
CCO 211	Foundations of Cosmetology							2	2											144
CCO 212	Shampooing and Rinsing							2	2											180
CCO 221	Hair Styling									2	3									
CCO 222	Scalp and Hair Treatment									2	2									
CCO 233	Chemical Hair Processing											2	3							



CCO 311	Hair, Skin and Scalp Disorders													2	3					<b>144</b>
CCO 322	Beauty Culture															2	3			
CCO 333	Organization of Beauty Saloon																	2	4	
	<b>TOTAL</b>																			

<b>PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY</b>			
<b>MODULE: INTRODUCTION TO COSMETOLOGY</b>		<b>COURSE CODE:</b> CCO 111	<b>CONTACT HOURS: 288</b>
<b>YEAR: 1</b>	<b>TERM: 1</b>	<b>PRE: REQUISITE:</b>	<b>Theoretical:</b> <b>Practical:</b>
<b>GOAL:</b> This module is intended to provide the trainee with necessary basic knowledge and skills in the fundamental of Cosmetology.			
<b>GENERAL OBJECTIVES:</b> On completion of this module, the trainee should be able to: <ul style="list-style-type: none"> <li>1.0 Know the historical development of cosmetology</li> <li>2.0 Know the ethics of the profession</li> <li>3.0 Understand the importance of professional attitude in cosmetology</li> <li>4.0 Understand hygiene as it relates to cosmetology</li> <li>5.0 Know the ideal working posture in cosmetology</li> </ul>			

	PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY					
	COURSE: INTRODUCTION TO COSMETOLOGY		Course Code: CCO 111		Contact Hours: 288 HOURS	
	YEAR 1		TERM 1			
	Theoretical Content		Practical Content			
	General Objective 1.0: Know the historical development of cosmetology					
WEEK	Specific Learning Outcomes	Teacher’s activities	Resources	Specific Learning Outcomes	Teacher’s activities	Resources
1-3	1.1 Define Cosmetology.  1.2 Explain the history of cosmetology	-Explain cosmetics and cosmetology  -Explain the types and classification of Cosmetology	Textbooks Internet			

	1.3 Explain the types of cosmetology  1.4 Explain the classification of cosmetology  1.5 Explain the importance of Cosmetology  1.6 Explain the qualities of a cosmetologist	- Explain the importance of cosmetology  - Explain the qualities of a cosmetologist				
	<b>General Objective 2.0 Know the ethics of the profession</b>					
4-6	2.1 Explain the term professional ethics. 2.2 Define the ethics of the profession. 2.3 State the ethics of the professions e.g.: <ul style="list-style-type: none"> <li>• Courtesy and friendliness to clients;</li> <li>• Fairness;</li> </ul> 2.3 State poor ethics e.g.	- Explain ethics of the profession  - Explain the ethics of the profession such as: <ul style="list-style-type: none"> <li>• Courtesy and Friendliness to clients</li> <li>• Fairness</li> </ul> - Explain poor ethical behaviors	Textbooks Internet	Demonstrate the rules of ethics as listed in 1.2 above eg. (by role playing)	Guide students to demonstrate the rules of ethics as listed in 1.2 above eg. (by role playing)	Simulation of role play
	<b>General Objective 3.0: Understand the importance of professional attitude in cosmetology</b>					
7-9	3.1 State the qualities of a cosmetologist.	Explain the qualities of a Cosmetologist	Textbooks Internet	-Identify controversial issues which should be	-Demonstrate to student the professional attitude	-Chairs -Saloon -Videos

	<p>3.2 Explain issues that are not controversial while in the saloon e.g.</p> <ul style="list-style-type: none"> <li>• Client's activities;</li> <li>• Fashion;</li> <li>• Literature;</li> <li>• Civic affairs;</li> <li>• Music, etc.</li> </ul> <p>3.3 Explain how desirable professional attitude help build confidence and increase patronage.</p>			<p>avoided while not in the saloon;</p> <p>.</p>	<p>towards client, namely by role playing while attending to clients in the saloon</p>	-Pictures
<b>General Objective 4.0: Understand hygiene as it relates to cosmetology</b>						
	<p>4.1 Explain the activities or rules for the promotion of personal cleanliness.</p> <p>(i) Prevention of body odour;</p> <p>(ii) Having daily bath;</p> <p>(iii) Prevention of bad breath;</p> <p>(iv) Proper grooming of the hair;</p> <p>(v) Avoidance of common use of implements and materials such as combs, towels, etc.</p> <p>4.2 Define hygiene</p> <p>4.3 Explain the steps taken by government to promote public hygiene.</p>	<p>-Explain the activities or rules for the promotion of personal cleanliness</p> <p>-Explain public hygiene and the steps taken by government to promote it</p>	Textbooks Internet	<p>Demonstrate the activities for the maintenance of good health:</p> <p>(i) Breath clean and fresh air;</p> <p>(ii) Have daily exercise;</p> <p>(iii) Drink sufficient water each day.</p> <p>Have adequate sleep each day, etc.</p>	Guide learners to practice Hygiene	<p>-Anti-Perspirant</p> <p>-Deodorants</p> <p>-Charts</p> <p>-Videos</p> <p>-Pictures</p>
<b>General Objective 5.0: Know the ideal working posture in cosmetology</b>						
10-14	5.1 Explain the rules of correct standing posture.	Discuss the rules of correct standing posture.	Textbooks Internet	-Identify correct body postures	Guide the learners to:	Furniture Manicure Table

	<p>5.2 State the five defective body posture, e.g.:</p> <ul style="list-style-type: none"> <li>• Stiff rigid poor posture;</li> <li>• Slumped – humped poor posture;</li> <li>• Sway – back;</li> <li>• Drooped shoulder:</li> <li>• Sawy – back and drooped shoulders.</li> </ul> <p>5.3 Explain the rules of good sitting posture</p> <p>5.4 Explain the rules of correct stooping position</p> <p>5.5 Explain the correct manicure sitting position</p>	<p>Explain the five defective body posture, e.g.:</p> <ul style="list-style-type: none"> <li>• Stiff rigid poor posture;</li> <li>• Slumped – humped poor posture;</li> <li>• Sway – back;</li> <li>• Drooped shoulder:</li> <li>• Sawy – back and drooped shoulders.</li> </ul> <p>Discuss the rules of good sitting posture</p> <p>Describe the rules of correct stooping position</p> <p>Explain the correct manicure sitting position</p>		<p>-Demonstrate correct standing posture stated in.</p> <p>-Set the manicuring table and carry out the correct manicure sitting position</p> <p>-Carry out the correct stooping position</p>	<p>- Identify correct body postures</p> <p>-Demonstrate correct standing posture stated in.</p> <p>-Set the manicuring table and carry out the correct manicure sitting position</p> <p>-Carry out the correct stooping position</p>	Video Clip
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<b>PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY</b>				
<b>MODULE: BACTERIOLOGY, STERILIZATION AND SANITATION IN COSMETOLOGY</b>			<b>COURSE CODE: CCO 112</b>	<b>CONTACT HOURS: 288</b>
<b>YEAR:</b>	<b>TERM:</b>	<b>PRE: REQUISITE:</b>	<b>Theoretical:</b> <b>Practical:</b>	
<b>GOAL:</b> This module is intended to provide the trainee with necessary basic knowledge and skills in the fundamental of bacteriology and sterilization as it apply to Cosmetology.				
<b>GENERAL OBJECTIVES:</b> On completion of this module, the trainee should be able to:  1.0 Understand bacteriology in relation to cosmetology 2.0 Understand sterilization in relation to cosmetology 3.0 Understand Sanitation in relation to cosmetology 4.0 Know the proportions for making solutions for use				

	<b>General Objective 1.0: Understand Bacteriology in relation to cosmetology</b>					
1-3	<b>Bacteriology:</b> 1.1 Define the term bacteriology  1.2 Explain the types of bacteria; e.g <ul style="list-style-type: none"> <li>• Cocci;</li> <li>• Streptococci, etc.</li> </ul> 1.3 Explain the process of bacterial growth and reproduction.  1.4 Explain the bacterial infections and the preventions of such infections.	-Explain bacteriology and its types  - Explain the process of bacterial growth and reproduction  - Explain bacterial infections and their preventions	Textbooks Internet	Identify bacteria and bacterial infections	Guide learners to: Identify bacteria and bacterial infections	Chart Pictures Video Clips Projector

4-6	<b>General Objective 2.0: Understand Sterilization in relation to cosmetology</b>					
	2.1 Define sterilization as used in cosmetology	Explain sterilization as used in cosmetology	Textbooks Internet	-Carry out sterilization of items	Guide learners to carry out sterilization of items	Sterilization Equipment Chemicals
	2.2 Explain the items that can be sterilized.	Discuss the items that can be sterilized.		Carry out sterilization of surfaces using reagents	Carry out sterilization of surfaces using reagents	
	2.3 Explain the physical agents and tools use in sterilization and give examples.	Describe the physical agents and tools use in sterilization and give examples.				
	2.4 Explain the chemical reagents of sterilization and give examples.	Discuss the chemical reagents of sterilization and give examples.				

	<b>General Objective 3.0: Understand Sanitation in relation to cosmetology</b>					
5-8	3.1 Define sanitation in relation to cosmetology.	Explain sanitation in relation to cosmetology.	Textbooks Internet	-Sanitize implements with alcohol.	Guide the learners to: -Sanitize implements with alcohol.	-Sanitizers -Disinfectant -Antiseptics -Alcohol
	3.2 Explain the qualities of a good disinfectant.	Explain the qualities of a good disinfectant; e.g: <ul style="list-style-type: none"> <li>• Convenient to prepare</li> <li>• Quick acting;</li> <li>• Odourless;</li> </ul>		-Identify the disinfectants used for sanitizing floors, sinks, toilet bowls, etc.	Guide learner to identify the disinfectants used for sanitizing floors, sinks, toilet bowls, etc.	

	<p>3.3 Explain wet sanitizer.</p> <p>3.4 Explain the uses of the wet sanitizer</p> <p>3.5 Explain dry or cabinet sanitizer</p> <p>3.6 Explain the use of the dry or cabinet sanitizer</p> <p>3.7 Explain chemical sanitizing agents.</p> <p>3.8 Explain the implements sanitized with alcohol.</p> <p>3.9 Explain ultra-violet ray sanitizer</p>	<ul style="list-style-type: none"> <li>• Non-corrosive, etc.</li> </ul> <p>Discuss wet sanitizer.</p> <p>Explain the uses of the wet sanitizer</p> <p>Explain dry or cabinet sanitizer</p> <p>Explain the use of the dry or cabinet sanitizer</p> <p>Explain chemical sanitizing agents e.g</p> <ul style="list-style-type: none"> <li>• Quats;</li> <li>• Formalin, etc.</li> </ul> <p>Explain the implements sanitized with alcohol.</p> <p>Explain ultra-violet ray sanitizer</p> <p>Explain the use of the ultra-violet-ray sanitizer.</p>				
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	<p>3.10 Explain the use of the ultra-violet-ray sanitizer.</p> <p>3.11 Explain the sanitary rule.</p> <p>3.12 Explain the uses of disinfectants and antiseptics</p>	<p>Explain the sanitary rule.</p> <p>Explain the uses of disinfectants and antiseptics</p>				
<b>General Objective 4.0: Know the proportions for making solutions for use</b>						
9-12	<p>4.1 Explain the measurable procedure in solution preparation</p> <p>4.2 Explain precautions for purchasing chemicals</p> <p>4.3 Explain precautions for sorting chemicals</p> <p>4.4 Explain precautions for handling chemicals;</p>	<p>Discuss the measurable procedure in solution preparation</p> <p>Describe precautions for purchasing chemicals</p> <p>Describe precautions for sorting chemicals</p> <p>Explain precautions for handling chemicals;</p>	Textbooks Internet	-Prepare solutions	Guide learners to:	<p>-Sample solutions</p> <p>-Chemicals</p>

<b>PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY</b>				
<b>MODULE: Chemical and Light Therapy in cosmetology</b>			<b>COURSE CODE:</b> CCO 113	<b>CONTACT HOURS:</b> <b>288</b>
<b>YEAR:</b>	<b>TERM:</b>	<b>PRE: REQUISITE:</b>	<b>Theoretical:</b> <b>Practical:</b>	
<b>GOAL:</b> This module is intended to provide the trainee with necessary basic knowledge and skills in the use of chemicals and light for therapeutic purposes				
<b>GENERAL OBJECTIVES:</b> On completion of this module, the trainee should be able to:  1.0 Know the basic principle of electricity as applied to light therapy 2.0 Know the uses of electrical equipment in hair dressing and beauty culture 3.0 Understand the nature of matter and its constituents 4.0 Know acids, bases and salts 5.0 Understand the chemistry of water				

<b>General Objective 1.0: Know the basic principle of electricity as applied to light therapy</b>						
1-3	1.1 Define electric current.	Explain electric current.	Textbooks Internet	apply light in therapy	Guide learners to apply light in therapy.	Battery Volt Machine High frequency Machine (skin)
	1.2 Define voltage	Explain voltage				
	1.3 Explain the effects of electric current, i.e. magnetic, chemical and heating effects.	Explain the effects of electric current, i.e. magnetic, chemical and heating effects.				

	<p>1.4 Explain the applications of each of the effects in (10.3) above.</p> <p>1.5 Explain the types of electric current: i.e.</p> <ul style="list-style-type: none"> <li>• -Direct current (D.C.)</li> <li>• -Alternating current (A.C.) and state the voltage in use in Nigeria.</li> </ul> <p>1.6 Explain the faradic current and state its application in beauty therapy.</p> <p>1.7 Explain the sinusoidal current and state its application in beauty therapy.</p> <p>1.8 Explain the vibrator and state its uses.</p> <p>1.9 Explain Led-light therapy and list the types.</p> <p>1.10 Explain the uses of the different types of Led-light, e.g.:</p> <ul style="list-style-type: none"> <li>• White light: uses; relieves pains in congested areas like nerve centres, etc.</li> <li>• Blue light: has soothing effect on the nerves, etc.</li> </ul>	<p>Explain the applications of each of the effects in (10.3) above.</p> <p>Explain the types of electric current: i.e.</p> <ul style="list-style-type: none"> <li>• -Direct current (D.C.)</li> <li>• -Alternating current (A.C.) and state the voltage in use in Nigeria.</li> </ul> <p>Explain the faradic current and state its application in beauty therapy.</p> <p>Explain the sinusoidal current and state its application in beauty therapy.</p> <p>Explain the vibrator and state its uses.</p> <p>Explain Led-light therapy and list the types.</p>				
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	<ul style="list-style-type: none"> <li>Red light: aids the penetration of cosmetic creams into the skins, etc.</li> </ul> <p>1.11 Explain the three important aspects of light therapy and state their uses:</p> <ul style="list-style-type: none"> <li>Infra-red ray;</li> <li>Ultra violet ray;</li> </ul> <p>Led-light.</p>	<p>Explain the uses of the different types of Led-light, e.g.:</p> <ul style="list-style-type: none"> <li>White light: uses; relieves pains in congested areas like nerve centres, etc.</li> <li>Blue light: has soothing effect on the nerves, etc.</li> <li>Red light: aids the penetration of cosmetic creams into the skins, etc.</li> </ul> <p>Explain the three important aspects of light therapy and state their uses:</p> <ul style="list-style-type: none"> <li>Infra-red ray;</li> <li>Ultra violet ray;</li> </ul> <p>Led-light.</p>				
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<b>General Objective 2:0 Know the uses of electrical equipment in hair dressing and beauty culture</b>						
4-7	<p>2.1 Explain the uses of light frequency current equipment used in hairdressing and beauty culture.</p> <p>2.2 Explain the steamer (or vaporizer)</p> <p>2.3 List the types of vaporizer and their application.</p> <p>2.4 Explain the heating cap and its uses.</p> <p>2.5 Explain electric dryer and its uses.</p> <p>2.6 Explain the electric oil heater and its uses.</p> <p>2.7 Explain the necessary rules for safe use of the equipment and tools; e.g.:</p> <ul style="list-style-type: none"> <li>• Disconnect supply after use;</li> <li>• Avoid wetting electric cords;</li> <li>• Avoid overloading the mains;</li> </ul>	<p>Describe the uses of light frequency current equipment used in hairdressing and beauty culture.</p> <p>Discuss the steamer (or vaporizer)</p> <p>Explain the types of vaporizer and their application.</p> <p>Discuss the heating cap and its uses.</p> <p>Describe electric dryer and its uses.</p> <p>Discuss the electric oil heater and its uses.</p> <p>Discuss the necessary rules for safe use of the equipment and tools; e.g.:</p>	Textbooks Internet	<p>-Identify the electric rating used in hair-dressing and beauty culture</p> <p>-Carry out hairdressing and beauty therapy operations using the steamer or vaporizer.</p> <p>-Carry out hairdressing operation using the heating cap.</p> <p>-Dress client's hair using the electric dryer</p> <p>- Carry out hairdressing and beauty culture operations using the electric oil heater.</p>	<p>Guide learners to: Identify the electric rating used in hair-dressing and beauty culture</p> <p>-Carry out hairdressing and beauty therapy operations using the steamer or vaporizer.</p> <p>-Carry out hairdressing operation using the heating cap.</p> <p>-Dress client's hair using the electric dryer</p> <p>- Carry out hairdressing and beauty culture operations using the electric oil heater.</p>	Hair dressing Electrical equipment

	Study instructions before using any electrical equipment, etc.	<ul style="list-style-type: none"> <li>• Disconnect supply after use;</li> <li>• Avoid wetting electric cords;</li> <li>• Avoid overloading the mains;</li> </ul> <p>Study instructions before using any electrical equipment, etc.</p>				
<b>General Objectives 3:0 Understand the nature of matter and its constituents.</b>						
8-10	<p>3.1 Define matter</p> <p>3.2 Explain the different state in which matter can exist i.e:</p> <p>3.3 Define the following:</p> <ul style="list-style-type: none"> <li>• Element</li> <li>• Compound;</li> <li>• Mixture, and give examples of each.</li> </ul> <p>3.4 Explain the different properties of the elements by grouping.</p>	<p>Explain matter</p> <p>Discuss the different state in which matter can exist i.e:</p> <ul style="list-style-type: none"> <li>• Solid;</li> <li>• Liquid;</li> <li>• Gas.</li> </ul> <p>3.3 Explain the following:</p> <ul style="list-style-type: none"> <li>• Element</li> <li>• Compound;</li> <li>• Mixture, and give examples of each.</li> </ul>	Textbooks Internet	Identify nature of matter and its elements	Guide learners to identify the nature of matter and its constituents	Heather Refrigerator

	3.5 Explain the elements in the same period.	Discuss the properties of the elements by grouping.  Describe the elements in the same period.				
11-13	<b>General Objectives 4:0 Know Acids, Bases and Salts</b>					
	4.1 Define acids, bases and salts and give examples of each that are commonly used in cosmetology. 4.2 Describe the characteristics of acids, bases and salts. 4.3 Explain ionization and dissociation.  4.4 Define pH as the number of hydrogen ions present in solution.	Discuss acids, bases and salts and give examples of each that are commonly used in cosmetology.  Explain the characteristics of acids, bases and salts.  Describe ionization and dissociation.  Discuss pH as the number of hydrogen ions present in solution.	Textbooks and internet	Read the pH scale.  -Measure pH of various solutions using the pH scale or meter	Guide learners to read the pH scale. -Measure pH of various solutions using the pH scale or meter.	Sample Acid salt Base
	<b>General Objectives 4:0 Understand the chemistry of water</b>					
14-15	4.1 Explain the constituents of water, H <sub>2</sub> O. i.e Hydrogen and Oxygen: (2 parts H 1 part O).  4.2 Explain the sources of water i.e	Describe the constituents of water, H <sub>2</sub> O. i.e Hydrogen and Oxygen: (2 parts H 1 part O).	Textbooks Internet	-Differentiate between hard and soft water  Identify sources of hard and soft water	Guide learners to Differentiate between hard and soft water	Reagent

	<p>rain, stream, river, etc.</p> <p>4.3 Explain the two types of water: Soft water (Rain water) ; Hard water (water with lime or chalk)</p> <p>4.4 Explain the process of purification</p>	<p>Discuss the sources of water i.e rain, stream, river, etc.</p> <p>Discuss the two types of water: Soft water (Rain water) ; Hard water (water with lime or chalk)</p> <p>Explain the process of purification</p>		<p>-Soften hard water to make it suitable for use in salon i.e. (i)By boiling; (ii)By addition of chemicals</p>	<p>Identify sources of hard and soft water</p> <p>-Soften hard water to make it suitable for use in salon i.e. (i)By boiling; (ii)By addition of chemicals</p>	
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PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY				
MODULE: FUNDAMENTALS OF COSMETOLOGY			COURSE CODE: CCO 211	CONTACT HOURS: 288
YEAR:	TERM:	PRE: REQUISITE:	Theoretical: Practical:	
GOAL: This module is intended to provide the trainee with necessary basic knowledge and skills in the fundamental and general areas of Cosmetology.				
GENERAL OBJECTIVES: On completion of this module, the trainee should be able to:  1.0 Understand the application of chemistry to cosmetology 2.0 Know the application of body care cosmetics 3.0 Know the application of hair care cosmetics				

**FOUNDAMENTAL OF COSMETOLOGY-2**

	PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY					
1-5	COURSE: FUNDAMENTALS OF COSMETOLOGY		Course Code: CCO 212		Contact Hours: 288 HOURS	
	Theoretical Content		Practical Content			
	YEAR 2		TERM 3			
	General Objective 1.0: Know the application of chemistry to cosmetology					
WEEK	Specific Learning Outcomes	Teacher’s activities	Resources	Specific Learning Outcomes	Teacher’s activities	Resources
1-5	1.1Explain the following: Powder Solutions Suspension Emulsion Ointment Stick Paste Mucilage’s Soaps, and give examples of each.  1.2Explain the composition of the items listed in (1.1) above.  1.3Explain the uses of the items listed in (1.1) above	Describe the following: • Powder • Solutions • Suspension • Emulsion • Ointment • Stick • Paste • Mucilage’s Soaps, and give examples of each.  Discuss the composition of the items listed in (1.1) above.  Describe the uses of the items listed in (1.1) above	Textbooks Internet	` Identify the compound and mixture in (1.1)  Differentiate the texture between the compounds in (1.1)  Demonstrate the use of items listed in (1.1)	Guide students to  identify the compound and mixture in 1.1  identify the compound and mixture in 1.1	Various mixtures and components
6-10	General Objective 2.0: Know the application of body care cosmetics					
	2.1Explain body care cosmetics. 2.2 Explain the main classifications	Describe body care cosmetics.	Textbook Internet	Identify the cosmetics for	Guide learners to:	Body care various cosmetics

	<p>of body care cosmetics.</p> <p>2.3 List body care cosmetics.</p> <p>2.4 Explain the uses of the body – care cosmetics.</p>	<p>Discuss the main classifications of body care cosmetics.</p> <p>Explain body care cosmetics.</p> <p>discuss the uses of the body – care cosmetics.</p>		<p>body-care</p> <p>-Apply the different body care cosmetics</p>	<p>-Identify the cosmetics for body-care</p> <p>-Apply the different body care cosmetics</p>	
	<b>General Objective 3.0</b> Know the application of hair care cosmetics					
11-14	<p>3.1 Define the term hair care.</p> <p>3.2 Explain scalp and hair care cosmetics.</p> <p>3.3 Explain the uses of scalp and hair-care cosmetic on clients.</p> <p>3.4 Describe the benefits of hair scalp and hair treatment.</p>	<p>Explain the term hair care.</p> <p>Discuss scalp and hair care cosmetics.</p> <p>Describe the uses of scalp and hair-care cosmetic on clients.</p> <p>Explain the benefits of hair scalp and hair treatment.</p>	Textbook Internet	<p>-identify the different scalp and hair care products</p> <p>- Apply the different scalp and hair-care cosmetics on clients</p>	<p>Guide learners to:</p> <p>-identify the different scalp and hair care products</p> <p>- Apply the different scalp and hair-care cosmetics on clients</p>	Various hair care cosmetics

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY				
MODULE: SHAMPOOING AND RINSING			COURSE CODE: CCO 212	CONTACT HOURS: 180
YEAR: I	TERM: III	PRE: REQUISITE:	Theoretical: Practical:	
GOAL: This module is intended to provide the trainee with the knowledge and skill in shampooing and rinsing				
GENERAL OBJECTIVES:				
On completion of this module, the trainee should be able to:				
1.0	Understand the process of shampooing			
2.0	Know the different types of water for shampooing			
3.0	Know the methods of dissolving soap curds			
4.0	Understand the importance of hair brushing and combing			

**SHAMPOOING AND RINSING -3**

	PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY					
	COURSE: SHAMPOOING AND RINSING		Course Code: CCO 212		Contact Hours: 180 HOURS	
	Theoretical Content			Practical Content		
	YEAR			TERM 1		
	Module 3: General Objective 1.0: Understand the process of shampooing					
WEEK	Specific Learning Outcomes	Teacher’s activities	Resources	Specific Learning Outcomes	Teacher’s activities	Resources
1-4	1.1 Explain the techniques for shampooing hair.	Discuss the techniques for shampooing hair.	Textbook Internet	-Select the right types of shampoo for different textures	Guide learners to: -Select the right types of shampoo	-Sample Shampoo -Water

	<p>1.2 Explain the types of shampoo.</p> <p>1.1 Explain the constituents of the shampoo types listed in (1.2) above.</p> <p>1.2 Explain the importance of shampooing.</p> <p>1.3 Explain the safety measures for shampooing; e.g. lightened hair should be shampooed lightly and with a non-strip shampoo, etc.</p> <p>1.6 Explain the methods of storing shampoos</p>	<p>Describe the types of shampoo, e.g.</p> <ul style="list-style-type: none"> <li>• Plain shampoo;</li> <li>• Liquid shampoo;</li> <li>• Cream shampoo;</li> <li>• Non-strip shampoo, etc.</li> </ul> <p>Discuss the constituents of the shampoo types listed in (1.2) above.</p> <p>Discuss the importance of shampooing.</p> <p>Describe the safety measures for shampooing; e.g. lightened hair should be shampooed lightly and with a non-strip shampoo, etc.</p> <p>Discuss the methods of storing shampoos</p>		<p>and condition of the hair and scalp, e.g.:</p> <p>(i) Medicated shampoo for dandruff</p> <p>(ii) Plain shampoo for normal hair;</p> <p>(iii) Protein shampoo for treated hair, etc</p> <p>-Apply shampoo appropriately</p>	<p>for different textures and condition of the hair and scalp, e.g.:</p> <ul style="list-style-type: none"> <li>• Medicated shampoo for dandruff</li> <li>• Plain shampoo for normal hair;</li> <li>• Protein shampoo for treated hair, etc</li> </ul> <p>-Apply shampoo appropriately</p>	<p>-Hand gloves</p> <p>-Cape</p> <p>-Towel</p>
	<b>General Objective 2.0:</b> Know the different types of water for shampooing					
5-8	2.1 Explain how to select the right type of water for shampooing.	Discuss how to select the right type of water for shampooing.	Textbook Internet	Select the right type of water for shampooing	Guide learners to: Select the right type of water for shampooing	<p>-Sample Shampoo</p> <p>-Water</p> <p>-Hand gloves</p>

	<p>2.2 Describe types of shampoo.</p> <p>2.3 Explain the effects of shampoo water.</p> <p>2.4 Describe hard water.</p> <p>2.5 Describe water softener for hair.</p> <p>2.6 Describe soft water.</p> <p>2.7 Explain soft water hair problems.</p>	<p>Describe types of shampoo.</p> <p>Discuss the effects of shampoo water.</p> <p>explain hard water.</p> <p>Discuss water softener for hair.</p> <p>Explain soft water hair problems.</p>		<p>*Determine the appropriate temperature of water for shampoo dandruff</p> <p>apply:</p> <ul style="list-style-type: none"> <li>• Plain shampoo for normal hair;</li> <li>• Protein shampoo for treated hair,</li> </ul> <p>-</p>	<p>*Determine the appropriate temperature of water for shampoo dandruff</p> <p>apply:</p> <ul style="list-style-type: none"> <li>• Plain shampoo for normal hair;</li> <li>• Protein shampoo for treated hair,</li> </ul>	<p>-Cape</p> <p>-Towel</p>
	<b>General Objective 3.0:</b> Know the methods of dissolving soap curds					
9-11	<p>3.1 Explain the correct hair rinse for dissolving the soapy curds.</p> <p>3.2 Explain the different hair rinses for different treatment e.g.:</p> <p>(i) Vinegar;</p> <p>(ii) Lemon rinse</p> <p>(iii) Non-strip rinse;</p> <p>(iv) Reconditioning rinse;</p>	<p>Describe the correct hair rinse for dissolving the soapy curds.</p> <p>Describe the different hair rinses for different treatment e.g.:</p> <ul style="list-style-type: none"> <li>• Vinegar;</li> <li>• Lemon rinse</li> <li>• Non-strip rinse;</li> </ul>	Textbooks Internet	Carry out the various hair rinses on a client.	Guide learners to carry out various hair rinses on a client.	<p>Water</p> <p>Sample</p> <p>Rinses</p> <p>Gloves</p> <p>Cape</p> <p>Towel</p>

	<p>(v) Medicated rinse.</p> <p>3.3 Explain when to apply the rinses.</p> <p>3.4 Explain the side effects of not combing hair.</p> <p>3.5 Describe the proper way of brushing hair for men.</p> <p>3.6 Explain how often hair should be combed.</p> <p>(i) Non-strip rinse;</p> <p>(ii) Reconditioning rinse;</p> <p>(iii) Medicated rinse.</p> <p>Explain when to apply the rinses.</p>	<ul style="list-style-type: none"> <li>• Reconditioning rinse;</li> <li>• Medicated rinse.</li> </ul> <p>Discuss when to apply the rinses.</p> <p>Discuss the side effects of not combing hair.</p> <p>Explain the proper way of brushing hair for men.</p> <p>Discuss how often hair should be combed.</p> <ul style="list-style-type: none"> <li>• Non-strip rinse;</li> <li>• Reconditioning rinse;</li> <li>• Medicated rinse.</li> </ul> <p>Describe when to apply the rinses.</p>				
<b>General Objective 4.0: Understand the importance of hair brushing and combing.</b>						
12-14	<p>4.1 Explain brushes and combs.</p> <p>4.2 Explain the benefits of combing hair.</p> <p>4.3 Explain the effects of hair brushing in stimulating hair growth.</p> <p>4.4 Explain the side effects of not combing hair.</p>	<p>Describe brushes and combs.</p> <p>Discuss the benefits of combing hair.</p> <p>Discuss the effects of hair brushing in stimulating hair</p>	Textbooks Internet	Brush and comb natural hair.	Guide learners on how to brush and comb natural hair.	Water Sample Rinses Gloves Cape Towel

	<p>4.5 Describe the proper way of brushing hair for men.</p> <p>4.6 Explain how often hair should be combed.</p> <p>4.7 Describe the proper way of brushing hair for women.</p> <p>4.8 Explain the effects of brushing hair.</p> <p>4.9 Explain the differences between brushing and combing of hair.</p> <p>4.10 Explain situations whereby combing and brushing are not required .</p>	<p>growth.</p> <p>Describe the side effects of not combing hair.</p> <p>Explain the proper way of brushing hair for men.</p> <p>Describe how often hair should be combed.</p> <p>Explain the proper way of brushing hair for women.</p> <p>Discuss the effects of brushing hair.</p> <p>Describe the differences between brushing and combing of hair.</p> <p>Explain situations whereby combing and brushing are not required</p>				
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<b>PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY</b>			
<b>MODULE: HAIR STYLING,</b>		<b>COURSE CODE: CCO 221</b>	<b>CONTACT HOURS: 288</b>
YEAR: II	TERM: I	PRE: REQUISITE:	Theoretical: Practical:
<b>GOAL: This module is intended to provide the trainee with the knowledge and skill in hair styling</b>			
<b>GENERAL OBJECTIVES:</b>  On completion of this module, the trainee should be able to: 1.0 Know hair styling 2.0 Understand finger weaving 3.0 Know how to make pin curls 4.0 Understand how to form roller curl 5.0 Understand finger weaving. 6.0 Understand the care and styling of wigs and hair pieces 7.0 Know the various sewing weaves hairstyles			

\	PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY					
	COURSE: HAIR STYLING		Course Code: CCO 211		Contact Hours: 288 HOURS	
	Theoretical Content			Practical Content		
	General Objective 1.0: Know Hair Styling					
WEEK	Specific Learning Outcomes	Teacher’s activities	Resources	Specific Learning Outcomes	Teacher’s activities	Resources
1-2	1.1 Define the terms hair-styling.  1.2 Explain types of hair styling	Explain the terms hair-styling.	Textbook Internet	Identify hair styling	Guide learners to identify hair styling	-Pictures -Videos

	1.3 Explain methods of hair styling	Discuss types of hair styling  Describe the methods of hair styling				
	<b>General Objective 2.0: Understand Finger Weaving</b>					
3-4	2.1 Explain finger weaving  2.2 Explain the tools and materials for finger weaving.  2.3 Explain the procedures for finger weaving. 2.4 Explain the modern style versions in finger weaving	Discuss finger weaving  Describe the tools and materials for finger weaving.  Discuss the procedures for finger weaving.  Describe the modern style versions in finger weaving	Textbook Internet	Select a type of style to suit a client.	Guide learners to select a type of style to suit a client	Cutter Comb Hair cream
	<b>General Objective 3.0: Know how to make pin curls</b>					
5-6	3.1 Explain pin curls  3.2 Explain the tools and materials for making pin curls.  3.3 Explain how to move the stem of the hair according to the desired style. 3.4 Explain the parts of a curl: e.g.	Describe pin curls  Describe the tools and materials for making pin curls.  Discuss how to move the stem of the hair according to the desired style.	Textbook Internet	Carry out pin curl operation on a client	Guide learners to carry out pin curl operation on a client	Roller Pin Comb Cutting Comb Cream Gloves Cape Towel

	<ul style="list-style-type: none"> <li>• Base;</li> <li>• Stem;</li> <li>• Circle;</li> </ul> <p>3.5 Explain the effects of pin curl.</p> <p>3.6 Explain the techniques for making pin curl</p>	<p>Describe the parts of a curl: e.g.</p> <ul style="list-style-type: none"> <li>• Base;</li> <li>• Stem;</li> <li>• Circle;</li> </ul> <p>Discuss the effects of pin curl.</p> <p>Explain the techniques for making pin curl</p>				
	<b>General Objective 4.0: Understand how to form roller curl</b>					
7-8	<p>4.1 Explain Rollers</p> <p>4.2 Explain how to place the roller.</p> <p>4.3 Explain how to Part the hair for the placement of the rollers.</p> <p>4.4 Explain type of partings to suit the contours and features of the face.</p>	<p>Describe Rollers</p> <p>Discuss how to place the roller.</p> <p>Describe how to Part the hair for the placement of the rollers.</p> <p>Explain type of partings to suit the contours and features of the face.</p>	Textbook Internet	Carry out the roller curl on a client	Guide learners to Carry out the roller curl on a client	Towel Cape Comb Cutte various Rollers Comb Brush Gloves

<b>General Objective 5.0: Understand finger weaving.</b>						
9-10	<p>5.1 Explain the term hair styling.</p> <p>5.2 Explain different types of hair styles.</p> <p>5.3 Explain the type of style to suit individuals; e.g.</p> <p>5.4 Describe the basic elements of hair styling.</p> <p>5.5 Explain the descriptive features of hair.</p> <p>5.6 Explain the term profile and give examples of kinds of profiles. Examples of profiles.</p> <ul style="list-style-type: none"> <li>• Concave:</li> <li>• Convex</li> <li>• Low forehead; protruding chin, etc.</li> </ul> <p>5.7 Describe proportion in hair styling.</p> <p>5.8 Explain rhythm in hair styling.</p> <p>5.9 Describe lady's hair styles.</p> <p>5.10 Describe hair styling for girls.</p> <p>5.11 Explain harmony in hair styling.</p> <p>5.12 Explain form in hair styling.</p>	<p>Describe the term hair styling.</p> <p>Discuss different types of hair styles.</p> <p>Describe type of style to suit individuals; e.g.</p> <ul style="list-style-type: none"> <li>• Oval face;</li> <li>• Round face;</li> <li>• Diamond face, etc.</li> </ul> <p>Discuss the basic elements of hair styling. Describe the descriptive features of hair.</p> <p>Discuss the term profile and give examples of kinds of profiles.</p> <ul style="list-style-type: none"> <li>• Concave:</li> <li>• Convex</li> <li>• Low forehead; protruding chin, etc.</li> </ul>	Textbook Internet	<p>-Style the sides, tops and back of a client to suit the profile.</p> <p>-Sketch various hair styles on head with different profiles.</p>	<p>Guide learners on how to:</p> <p>-Style the sides, tops and back of a client to suit the profile.</p> <p>-Sketch various hair styles on head with different profiles.</p>	<p>Cutting</p> <p>Comb</p> <p>Roller</p> <p>Pin</p> <p>Stretchers</p> <p>sketch pad</p> <p>pencils</p>

		<p>Discuss proportion in hair styling.</p> <p>Describe rhythm in hair styling.</p> <p>Discuss ladies hair styles.</p> <p>Explain hair styling for girls.</p> <p>Explain harmony in hair styling.</p> <p>Explain form in hair styling.</p>				
	<b>General Objective 6.0: Understand the care and styling of wigs and hair pieces</b>					
11-12	<p>6.1 Explain wigs and hair pieces</p> <p>6.2 Explain the reasons for wearing:</p> <ul style="list-style-type: none"> <li>Wigs;</li> <li>Hairpieces.</li> </ul> <p>6.3 Explain types of wigs and hairpieces.</p>	<p>Discuss wigs and hair pieces</p> <p>Discuss the reasons for wearing:</p> <ul style="list-style-type: none"> <li>Wigs;</li> <li>Hairpieces.</li> </ul> <p>Describe the types of wigs and hairpieces.</p>	<p>Textbooks</p> <p>Internet</p>	<p>-Measure the client's head accurately.</p> <p>-Adjust wigs to fit client's head.</p> <p>- Set and style wig and hair pieces.</p>	<p>Guide learners on how to:</p> <p>-Measure the client's head accurately.</p> <p>-Adjust wigs to fit client's head.</p> <p>- Set and style wig and hair pieces.</p>	<p>Sample Wigs</p> <p>SAmple Hair Pieces</p> <p>Comb brush</p>

	6.4 Explain how to shape, condition and colour wigs and hair pieces.	Describe how to shape, condition and colour wigs and hair pieces.				
	6.5 Explain how to care for wigs and hair pieces.	Explain how to care for wigs and hair pieces.				
	<b>General Objective 7.0: Know the various sew weave hairstyles</b>					
13-14	7.1 Explain saw in weave hairstyling  7.2 Explain tools and materials for saw in weaves  7.3 Explain how to part the hair for various styles of sew-in weave	Discuss saw in weave hairstyling  Describe tools and materials for saw in weaves  Describe how to part the hair for various styles of sew-in weave	Textbook Internet	-Select a pattern to suit a profile  -Weave the hair  -Pack the hair to suit the profile	Guide learners on how to: -Select a pattern to suit a profile  -Weave the hair  -Pack the hair to suit the profile	Cutting Comb Comb Cream Towel Cape Ribbon Bands

<b>PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY</b>			
<b>MODULE: SCALP AND HAIR TREATMENT</b>		<b>COURSE CODE: CCO 222</b>	<b>CONTACT HOURS: 144</b>
<b>YEAR: 1</b>	<b>TERM: 1</b>	<b>PRE: REQUISITE:</b>	<b>Theoretical:</b> <b>Practical:</b>
<b>GOAL:</b> This module is intended to equip the trainee with the knowledge and skill in scalp and hair treatment and in hair shaping.			
<b>GENERAL OBJECTIVES:</b>  On completion of this module, the trainee should be able to: 1.0 Know scalp and hair treatment. 2.0 Understand the outlines of scalp manipulation techniques. 3.0 Know the different methods of hair and scalp treatments.			

	PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY					
	MODULE: SCALP AND HAIR TREATMENTS		Course Code: CCO 222		Contact Hours: 144 Hours	
	Theoretical Content			Practical Content		
	General Objective 1.0: Know scalp and hair treatment.					
WEEK	Specific Learning Outcomes	Teacher’s activities	Resources	Specific Learning Outcomes	Teacher’s activities	Resources
1-4	1.1 Explain scalp treatment  1.2 Explain hair treatment  1.3 Explain with the aid of a diagram the three general types of hair (i) Straight hair European	Discuss scalp treatment  Discuss hair treatment  Describe with the aid of a diagram the three general types of hair	Textbooks Internet	- Prepare the client for all types of treatment: e.g. (i) draping the client. (ii) checking the scalp and hair.	Guide learners to prepare the client for all types of treatment: e.g. (i) draping the patron. (ii) checking the	Chart Brush Comb Towel Cape Gloves

	<p>(ii) Wavy hair Asians (iii) Curly or kinky hair Africans</p> <p>1.4 Explain the importance of scalp and hair treatment</p> <p>1.4 Explain the right type of treatment to be given to a client</p> <p>1.5 Explain how to brush and comb the hair to be free of tangles</p> <p>1.6 Explain the situation when not to brush the hair.</p> <p>1.7 Explain the right type of treatment</p>	<p>(i) Straight hair European (ii) Wavy hair Asians (iii) Curly or kinky hair Africans</p> <p>Discuss the importance of scalp and hair treatment</p> <p>Discuss the right type of treatment to be given to a client</p> <p>Describe how to brush and comb the hair to be free of tangles</p> <p>Describe the situation when not to brush the hair.</p> <p>Discuss the right type of treatment</p>			scalp and hair.	
<b>General Objective 2.0: Understand the outlines of scalp manipulation techniques</b>						
5-9	<p>2.1 Explain parts of the scalp to be massaged.</p> <p>2.2 Explain when to manipulate the scalp e.g (i) When the client has a tight scalp; (ii) When the client has headaches, etc.</p> <p>2.3 Explain different types of</p>	<p>Discuss parts of the scalp to be massaged.</p> <p>Describe when to manipulate the scalp e.g (i) When the client has a tight scalp; (ii) When the client has headaches, etc.</p>	Textbooks Internet	-Carry out scalp manipulation techniques on clients.	Demonstrate to learners on how to carry out scalp manipulation techniques on clients.	Oils. Gloves Towels



	techniques of manipulating the scalp e.g. scrolling movement, kneading, etc.	Discuss types of techniques of manipulating the scalp e.g. scrolling movement, kneading, etc.				
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<b>General Objective 3.0: Know the different method of scalp and hair treatment</b>						
10-13	<p>3.1 Explain treatment for normal hair and scalp.</p> <p>3.2 Explain Treatment of dandruff with medicated shampoo.</p> <p>3.3 Explain dry scalp treatment using hot oil.</p> <p>3.4 Explain oily scalp treatment on a client using medicated scalp lotion,</p> <p>3.5 Explain how to apply direct high frequency current after shampooing.</p> <p>3.6 Define alopecia, alopecia areata (baldness in patches)</p> <p>3.7 Explain corrective hair and scalp treatment.</p>	<p>Discuss the treatment for normal hair and scalp.</p> <p>Discuss the treatment of dandruff with medicated shampoo.</p> <p>Describe dry scalp treatment using hot oil.</p> <p>Describe oily scalp treatment on a client using medicated scalp lotion,</p> <p>Describe how to apply direct high frequency current after shampooing.</p> <p>Explain alopecia, alopecia areata (baldness in patches)</p> <p>Discuss corrective hair and scalp treatment.</p>	Textbooks Internet	<p>-Treat client for alopecia and alopecia areata.</p> <p>-Carry out corrective hair and scalp treatment on a client.</p>	<p>Guide learners on how to:</p> <p>-Treat client for alopecia and alopecia areata.</p> <p>-Carry out corrective hair and scalp treatment on a client.</p>	<p>Medicated Shampoo</p> <p>High frequency Machine</p> <p>Heating Equipment</p> <p>Towel</p> <p>Gloves</p> <p>Cape</p> <p>Hair lotion/ oil.</p>

<b>PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY</b>				
<b>MODULE:</b> CHEMICAL HAIR PROCESSING.			<b>COURSE CODE:</b> CCO 233	<b>CONTACT HOURS:</b> 288
<b>YEAR:</b> I	<b>TERM:</b> III	<b>PRE: REQUISITE:</b>	<b>Theoretical:</b> <b>Practical:</b>	
<b>GOAL:</b> This module is designed to provide the trainee with the knowledge and skill in chemical hair processing.				
<b>GENERAL OBJECTIVES:</b>  On completion of this module, the trainee should be able to: 1.0 Know the preparation for cold waving. 2.0 Understand the procedure for cold waving. 3.0 Know the preparation for chemical hair relaxing. 4.0 Understand the procedure for chemical hair relaxing. 5.0 Know the preparation for hair coloring and bleaching. 6.0 Understand the procedure for hair coloring and bleaching. 7.0 Know the preparation for hair pressing. 8.0 Understand the procedure for hair pressing.				

	PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY					
	MODULE: CHEMICAL HAIR PROCESSING		Course Code: CCO 233		Contact Hours: 144 Hours	
	Theoretical Content			Practical Content		
	General Objective 1.0: Know the preparation for cold waving.					
WEEK	Specific Learning Outcomes	Teacher’s activities	Resources	Specific Learning Outcomes	Teacher’s activities	Resources
1-2	1.1 Explain the equipment, tools and materials used for cold waving.  1.2 Explain how to drape and	Describe the equipment, tools and materials used for cold waving.	Textbooks Internet	-Drape and analyze the scalp and hair  -Section the hair.	Guide learners to: -Drape and analyze the scalp and hair  -Section the hair.	Towel Comb Shampoo Cutting Comb

	analyze the scalp and hair.  1.3 Explain shampooing the hair and scalp.	Describe how to drape and analyze the scalp and hair.  Discuss shampooing the hair and scalp.		- Shape the hair	- Shape the hair	Shower cap Roller.
<b>General Objective 2.0: Understand the procedure for cold waving</b>						
2-3	2.1 Explain the procedure for cold waving  2.2 Explain the useful hints for successful cold waving, viz: <ul style="list-style-type: none"> <li>• Shampooing the hair before cold waving.</li> <li>• Shaping the hair.</li> <li>• Making of test curl.</li> <li>• Avoidance of brushing and massaging the hair prior to treatment.</li> </ul> 2.3 Explain the useful hint on successful cold waving	describe the procedure for cold waving  discuss the useful hints for successful cold waving, viz: <ul style="list-style-type: none"> <li>• Shampooing the hair before cold waving.</li> <li>• Shaping the hair.</li> <li>• Making of test curl.</li> <li>• Avoidance of brushing and massaging the hair prior to treatment.</li> </ul> Discuss the useful hint on successful cold waving	Textbooks Internet	-Block the hair e.g. winding or wrapping the hair round the rod. - Apply the waving lotion and then make a test curl.  -Rinse out the lotion with warm water.  -Blot excess water from the scalp.  -Apply neutralizer and unwind the rod.  - Apply more neutralizer and leave for the required time.  - Rinse off neutralizer and apply a rinse.	Guide student to: Block the hair e.g. winding or wrapping the hair round the rod. - Apply the waving lotion and then make a test curl.  -Rinse out the lotion with warm water.  -Blot excess water from the scalp.  -Apply neutralizer and unwind the rod.  - Apply more neutralizer and leave for the required time.  - Rinse off neutralizer and apply	Cold wave kit Shower cap Cutting comb Rollers Water

				-Set out and comb out.  -Carry out wave treatment on a client successfully.	a rinse.  -Set out and comb out.  -Carry out wave treatment on a client successfully.	
<b>General Objective 3.0: Know the preparations for chemical hair relaxing</b>						
3-4	3.1 Explain the term chemical relaxing.  3.2 Explain the tools and materials for chemical hair relaxing.  3.3 Explain the action of the chemical on the hair.  3.4 Explain the three basic steps involved in hair relaxing.  3.5 Explain how to drape and analyze the scalp and the hair.	Discuss the term chemical relaxing.  Describe the tools and materials for chemical hair relaxing.  Discuss the action of the chemical on the hair.  Discuss the three basic steps involved in hair relaxing.  Describe how to drape and analyze the scalp and the hair.	Relaxing kits Textbooks Internet	-Part the hair into four.  -Apply base cream round the hair line behind the ears and between the partings.  -Condition the hair strands of a client.	Guide students To: -Part the hair into four.  -Apply base cream round the hair line behind the ears and between the partings.  -Condition the hair strands of a client.	Towel Cutting Comb Gloves Base cream Cape
<b>General Objective 4.0: Understand the procedure for chemical hair relaxing</b>						
5-6	4.1 Explain the term hair relaxer. 4.2 Describe types of hair	Describe the term hair relaxer.	Textbooks Internet	-Apply the relaxer -Relaxed the hair -Carryout Rinsing	Guide learners to: -Apply relaxer	Relaxing Kits Cutting

	<p>relaxers.</p> <p>4.2 Explain chemical hair relaxing.</p> <p>4.3 Explain all the useful hints for chemical hair relaxing.</p> <p>4.4 Explain the steps in chemical hair relaxing.</p> <p>4.5 Explain the procedure for chemical hair relaxing, e.g.</p>	<p>Describe types of hair relaxers.</p> <p>Discuss chemical hair relaxing.</p> <p>Discuss all the useful hints for chemical hair relaxing.</p> <p>Discuss the steps in chemical hair relaxing.</p> <p>i) Avoid brushing the hair before applying relaxer.</p> <p>ii) Do not shampoo the hair before relaxing treatment.</p> <p>Iii) Always do a patch test.</p> <p>Explain the procedure for chemical hair relaxing, e.g.</p> <ul style="list-style-type: none"> <li>• Start application of</li> </ul>		<p>-Carry out patch test</p>	<p>-Relaxed the hair</p> <p>-Carryout Rinsing</p> <p>-Carry out patch test</p>	<p>Comb</p> <p>Towel</p> <p>Gloves</p> <p>Warm water</p>
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		<p>relaxer from the nape on the right side up to the crown area.</p> <ul style="list-style-type: none"> <li>• Apply the relaxer in stages until it is all over and work the relaxer into the hair until it is well relaxed.</li> <li>• Rinse off the relaxer with warm water.</li> </ul>				
<b>General Objective 5.0: Know the preparation for hair coloring and bleaching.</b>						
7-8	<p>5.1 Explain the implements for coloring.</p> <p>5.2 Explain the classification in hair coloring</p> <p>5.3 Explain the hint for coloring and bleaching</p> <p>5.4 Explain how to select color type</p> <p>5.5 Explain how to drape and analyze the scalp and hair.</p>	<p>Describe the implements for coloring.</p> <p>discuss the classification in hair coloring e.g.</p> <ul style="list-style-type: none"> <li>• temporary coloring.</li> <li>• semi-permanent coloring.</li> <li>• permanent coloring.</li> </ul> <p>5.3 Explain the hint for</p>	<p>Textbooks</p> <p>Internet</p> <p>Various hair Colors</p> <p>Cutting Comb</p> <p>Towel</p> <p>Shower Cap</p> <p>Cape</p> <p>Base Cream</p> <p>Gloves</p>	<p>-Classify hair coloring</p> <p>-Give a patch test and strand test on the client</p> <p>- Apply base cream round the hair line to avoid staining the skin.</p>	<p>-Guide learners to: -</p> <p>-Classify hair coloring</p> <p>-Give a patch test and strand test on the client</p> <p>- Apply base cream round the hair line to avoid staining the skin.</p>	<p>Various hair Colors</p> <p>Cutting Comb</p> <p>Towel</p> <p>Shower Cap</p> <p>Cape</p> <p>Base Cream</p> <p>Gloves</p> <p>Textbooks</p> <p>Internet</p>

		<p>coloring and bleaching e.g:</p> <ul style="list-style-type: none"> <li>• don't carry out coloring on damaged and or abused hair;</li> <li>• don't carry out on scalp with abrasions,</li> <li>• always wear protective gloves, etc.</li> </ul> <p>Explain how to select color type e.g temporary, permanent etc and desired shade to suit client.</p> <p>Describe how to drape and analyze the scalp and hair.</p>				
<b>General Objective 6.0: Understand the procedure for hair coloring and bleaching</b>						
9-10	<p>6.1 Define permanent hair coloring.</p> <p>6.2 Explain the procedures for permanent hair coloring (tinting); e.g.</p> <p>(i) mix the tint</p> <p>(ii) start application from the nape.</p>	<p>Explain permanent hair coloring.</p> <p>Describe the procedures for permanent hair coloring (tinting); e.g.</p> <ul style="list-style-type: none"> <li>• mix the tint</li> </ul>	Textbooks Internet	<ul style="list-style-type: none"> <li>- Carry out semi-permanent coloring on clients</li> <li>- Carry out temporary coloring</li> <li>- Carry out bleaching of the hair</li> <li>- carry out patch test</li> </ul>	<p>Guide learner to Carry out semi-permanent coloring on clients</p> <ul style="list-style-type: none"> <li>- Carry out temporary coloring</li> <li>- Carry out bleaching of the hair</li> </ul>	<p>Various hair Colors and bleach</p> <p>Applicator</p> <p>Base</p> <p>Cream</p> <p>Gloves</p> <p>Cape</p>

	<p>(iii) apply all over the hair in sections, leaving the hair ends. (iv) apply warm water when the desired end is reached.</p> <p>6.3 Define semi-permanent coloring.</p> <p>6.4 Explain the procedures for semi-permanent coloring e.g.: (i) shampoo the hair if necessary (ii) towel dry and apply color.</p> <p>6.5 Explain V-set, dry and style out.</p> <p>6.6 Explain the procedures for temporary coloring</p> <p>6.7 explain the materials for bleaching.</p> <p>6.8 Explains the procedures for bleaching.</p> <p>6.9 Explain the materials and tools for bleaching.</p>	<ul style="list-style-type: none"> <li>• start application from the nape.</li> <li>• apply all over the hair in sections, leaving the hair ends.</li> <li>• apply warm water when the desired end is reached.</li> </ul> <p>explain semi-permanent coloring.</p> <p>Describe the procedures for semi-permanent coloring</p> <ul style="list-style-type: none"> <li>• shampoo the hair if necessary</li> <li>• towel dry and apply color.</li> </ul> <p>Explain how to V-set, dry and style out.</p> <p>Explain the procedures for temporary coloring e.g. (i) shampoo the hair</p>			- carry out patch test	Towel Cutting Comb water
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		<p>(ii) rinse, towel dry: (iii) apply coloring and leave on for recommended time. (iv)rinse with warm water until water runs clears: (v) set dry style out</p> <p>explain the materials for bleaching.</p> <p>Explains the procedures for bleaching.</p> <p>Explain the materials and tools for bleaching.</p>				
11-12	<b>General Objective 7.0: Know the preparation for hair pressing.</b>					
	<p>7.1 Explain hair pressing.</p> <p>7.2 Explain the tools and materials for hair pressing.</p> <p>7.3 Explain the safety precautions in hair pressing. e.g. (i) avoid direct accidents like burning of the hair and scalp. .</p>	<p>Describe hair pressing.</p> <p>Discuss the tools and materials for hair pressing.</p> <p>Discuss the safety precautions in hair pressing. e.g.</p> <ul style="list-style-type: none"> <li>• avoid direct accidents</li> </ul>	<p>Textbooks Internet Pressing equipment Cutting combs</p>	<p>-Identify tools and materials for hair pressing</p> <p>-Examine and analyze hair and scalp</p>	<p>Guide learners to: -Identify tools and materials for hair pressing</p> <p>-Examine and analyze hair and scalp</p>	<p>Pressing Equipment Towel Cutting Comb</p>

	<p>7.4 Explain how to examine and analyze the hair and the scalp.</p> <p>7.5 Explain how to select appropriate tools for hair pressing.</p> <p>7.6 Explain how to drape the client</p>	<p>like burning of the hair and scalp.</p> <ul style="list-style-type: none"> <li>• avoid indirect accidents e.g skin rash if the client is allergic to pressing oil, etc.</li> </ul> <p>describe how to examine and analyze the hair and the scalp.</p> <p>Discuss how to select appropriate tools for hair pressing.</p> <p>Describe how to drape the client</p>				
<b>General Objective 8.0: Understand the procedure for hair pressing</b>						
13-14	<p>8.1 Explain hair pressing for men.</p> <p>8.2 Explain hair pressing for women.</p> <p>8.3 Explain the procedure for hair pressing:</p> <p>.</p>	<p>Discuss hair pressing for men.</p> <p>Explain hair pressing for women.</p> <p>Describe the procedure for hair pressing:</p>	Textbooks Internet	<p>-Carry out hair pressing.</p> <p>- Curl hair with curling tongs.</p> <p>-Touch up hair (if necessary).</p>	<p>Guide learners to:</p> <p>-Carry out hair pressing.</p> <p>-Curl hair with curling tongs.</p> <p>-Touch up the hair (if necessary).</p>	

		<ul style="list-style-type: none"> <li>• shampoo the hair</li> <li>• blow-dry the hair</li> <li>• apply the hair pomade</li> <li>• place the pressing comb in the heater</li> <li>• section the hair</li> <li>• remove the heated comb and test the temperature before starting at the nape.</li> </ul>				
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**HAIR, SKIN AND SCALP DISORDER**

<b>PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY</b>			
<b>MODULE: HAIR, SKIN AND SCALP DISORDERS</b>		<b>COURSE CODE: CCO 311</b>	<b>CONTACT HOURS: 288</b>
<b>YEAR: III</b>	<b>TERM: I</b>	<b>PRE: REQUISITE:</b>	<b>Theoretical:</b> <b>Practical:</b>
<b>GOAL:</b> This module is intended to equip the trainees with the knowledge of hair, skin and scalp and their various disorders.			
<b>GENERAL OBJECTIVES:</b>  On completion of this module, the trainee should be able to: 1.0 Understand the structure and texture of the hair. 2.0 Know the structure and functions of the skin. 3.0 Know the disorders of the skin and scalp.			

**HAIR, SKIN, SCALP AND THEIR DISORDER.**

	PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY					
	MODULE: HAIR, SKIN, SCALP AND DISORDER		Course Code: CCO 311		Contact Hours: 288 Hours	
	Theoretical Content			Practical Content		
	General Objective 1.0: Understand the structure and texture of the hair					
WEEK	Specific Learning Outcomes	Teacher’s activities	Resources	Specific Learning Outcomes	Teacher’s activities	Resources
1-4	1.1 Explain the reason for growing hair on the skin and scalp.  1.2 Explain the layers of the	Discuss the reason for growing hair on the skin and scalp.  Describe the layers of the	Textbooks Internet	-Identify the types and texture of hair	Guide the learners to Identify the types and texture of hair  - Label the two major	Pictures Chart Sample Wig

	<p>hair structure:</p> <p>1.3 Explain with aid of a diagram the three general types of hair.</p> <p>1.4 Explain the different hair texture,</p> <p>1.5 Explain the porosity and elasticity of hair.</p> <p>1.6 Explain the types of hair on the body;</p>	<p>hair structure:</p> <ul style="list-style-type: none"> <li>• cuticles:</li> <li>• cortex:</li> <li>• medulla:</li> </ul> <p>describe with aid of a diagram the three general types of hair e.g.</p> <ul style="list-style-type: none"> <li>• straight hair- Europeans</li> <li>• wavy hair- Asians</li> <li>• curly or kinky hair-Africans.</li> </ul> <p>Discuss the different hair texture, e.g:</p> <ul style="list-style-type: none"> <li>• fine</li> <li>• (ii)medium</li> <li>• (iii)coarse</li> </ul> <p>Describe the porosity and elasticity of hair.</p> <p>Discuss the types of hair on the body;</p> <p>(i) long hair on the scalp, etc</p> <p>(ii) short or bristly hair on eye lashes and brow.</p>		<p>- Label the two major parts of the hair: (i)hair shaft; (ii)hair roots.</p>         <p>- Differentiate b the three-general types of hair textures</p>	<p>parts of the hair: (i)hair shaft; (ii)hair roots.</p>         <p>Guide the learners Differentiate by touching and feeling the three-general types of hair texture</p>	
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		(iii) Lanugo hair on the arms, faces etc.				
<b>General Objective 2.0: Know the structure and functions of the skin</b>						
5-8	2.1 Explain the structure of the skin. 2.2 Explain how to care regularly for the skin. 2.3 Explain the function of the skin e.g (i) protection (ii) regulation of temperature.	Describe the structure of the skin.  Discuss how to care regularly for the skin.  Describe the function of the skin e.g • Protection • regulation of temperature.	Textbook Internet			
<b>General Objective 3.0: Know the disorders of the skin and scalp</b>						
9-12	3.1 Explain the disorders of the skin and scalp e.g; (i) dandruff (ii) ringworm (iii) alopecia, etc. 3.2 Explain the causes of the skin and scalp disorders 3.3 Explain the methods of treating skin and scalp disorders.	Describe disorders of the skin and scalp e.g; (i) dandruff (ii) ringworm (iii) alopecia, etc.  Discuss the causes of the skin and scalp disorders  Discuss the methods of treating skin and scalp disorders.	Textbook Internet	-Identify skin and scalp disorder  -Control the disorders.	Guide learners to identify the disorder of the skin and scalp and how to control them.	Medicated Cream Heating Equipment Warm Water Oil Comb Brush Gloves Cape

<b>PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY</b>			
<b>MODULE: BEAUTY CULTURE.</b>		<b>COURSE CODE: CCO 322</b>	<b>CONTACT HOURS: 216</b>
<b>YEAR: III</b>	<b>TERM: II</b>	<b>PRE: REQUISITE:</b>	<b>Theoretical: Practical:</b>
<b>GOAL:</b> This module is intended to provide the trainee with the competency in manicuring, pedicuring and facial make up.			
<b>GENERAL OBJECTIVES:</b>  On completion of this module, the trainee should be able to: <ul style="list-style-type: none"> <li>1.0 Know the structure of the nails and its disorder.</li> <li>2.0 Understand Manicuring and Pedicuring treatment.</li> <li>3.0 Know the resources for facial make up.</li> <li>4.0 Know the procedure for facial make up.</li> </ul>			

	PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY					
	MODULE: BEAUTY CULTURE		Course Code: CCO 322		Contact Hours: 216 HOURS	
	Theoretical Content			Practical Content		
	General Objective 1.0: Know the structure of the nail and its disorder					
WEEK	Specific Learning Outcomes	Teacher’s activities	Resources	Specific Learning Outcomes	Teacher’s activities	Resources
1-3	1.4 Explain with the aid of sketches, the structure of the nail.  1.5 Explain nail disorder and diseases.	-discuss the structure of the nail and its disorder  - Explain how to treat nail disorders and diseases	Textbook Internet	-Identify nail disorder and diseases -Treat nail disorder and diseases	Guide learners to identify the structure of the nail and how to treat its disorders	Nails set Sterilizing Equipment Towel Cotton Wool

	1.3 Explain how to treat nail disorders and diseases	Describe how to treat nail disorders and diseases				Olive oil
	<b>General Objective 2.0: Understand Manicuring and Pedicuring treatment.</b>					
4-6	<p>2.1 define the following:</p> <ul style="list-style-type: none"> <li>• Manicuring</li> <li>• pedicuring</li> </ul> <p>2.2 Explain the implements for manicuring and pedicuring.</p> <p>2.3 Explain the procedure for manicuring and pedicuring e.g.</p> <p>(i) shaping and styling of nails;</p> <p>(ii) remove the cuticles, etc.</p> <p>2.4 Explain how to select the right color to use in manicuring and pedicuring.</p> <p>2.5 Explain how to massage hands and legs during manicuring and pedicuring.</p> <p>2.6 Explain oil manicuring and pedicuring and when to perform them.</p>	<p>Explain the following:</p> <p>(a) manicuring</p> <p>(b) pedicuring</p> <p>Describe the implements for manicuring and pedicuring.</p> <p>Discuss the procedure for manicuring and pedicuring e.g.</p> <p>(i) shaping and styling of nails;</p> <p>(ii) remove the cuticles, etc.</p> <p>Discuss how to select the right color to use in manicuring and pedicuring.</p> <p>Describe how to massage hands and legs during manicuring and pedicuring.</p>	Textbook Internet	<p>-Carry out both manicure and pedicure on female and males.</p> <p>- Message the hands and legs of the client</p> <p>- Carry out oil manicuring and pedicuring</p>	<p>Guide the learners on how to Carry out both manicure and pedicure on female and males.</p> <p>- Message the hands and legs of the client</p> <p>- Carry out oil manicuring and pedicuring</p>	<p>Nails set</p> <p>Sterilizing Equipment</p> <p>Towel</p> <p>Manicure Bowl</p> <p>Foot Massaging Bowl</p> <p>Hand Cream</p> <p>foot Cream</p> <p>Shampoo</p> <p>Brush</p> <p>Disinfectant</p> <p>Cuticle remover</p>



	2.7 Explain how to care for equipment, tools and materials for manicuring and pedicuring.	Discuss oil manicuring and pedicuring and when to perform them.  Discuss how to care for equipment, tools and materials for manicuring and pedicuring.				
	<b>General Objective 3.0: Know the resources for facial make up.</b>					
7-9	3.1 Explain facial make-up  3.2 Explain the reasons for facial make up.  3.3 Explain the types of facial make up.  3.4 Explain the implements and supplies for facial make up.  3.5 Explain how to Select the implements and materials for a particular type of make-up.  3.6 Explain how to care for the tools and supplies for	Discuss facial make-up  Discuss the reasons for facial make up.  Discuss the types of facial make up.  Describe the implements and supplies for facial make up.  Discuss how to Select the implements and materials for a particular type of make-up.	-Textbook Internet	-Identify the tools and supplies for facial make-up  - Care for tools and supplies for facial make-up	-Guide the learners to Identify the tools and supplies for facial make-up  - Care for tools and supplies for facial make-up	Make-up Brush Set Scissors Razor Spirit Mirror Make-up Kits Cotton Wool Bud Make-up Removers cleansers

	make-up.	Describe how to care for the tools and supplies for make-up.				
	<b>General Objective 4.0: Know the procedure for facial make up</b>					
10-11	<p>4.1 Explain the term facial make up.</p> <p>4.2 List facial make up products.</p> <p>4.3 List the correct order for facial make up.</p> <p>4.4 Explain the procedure for applying facial make-up.</p>	<p>Explain the term facial make up.</p> <p>Explain facial make up products.</p> <p>Discuss the correct order for facial make up.</p> <p>Explain the procedure for applying facial make-up.</p> <p>(i) apply appropriate cleanser</p> <p>(ii) remove cleansing cream</p> <p>(iii) arching the eye brows,</p>	Textbook Internet	<p>-Apply appropriate skin primer</p> <p>-Carryout facial make-up correctly</p> <p>- Apply astringent for oily skin.</p> <p>- Apply correctly foundation shade, eye brow pencil, eye liner, powder, mascara, and lipstick.</p>	<p>Guide student to: Apply appropriate skin primer</p> <p>-Carryout facial make-up correctly</p> <p>- Apply astringent for oily skin.</p> <p>- Apply correctly foundation shade, eye brow pencil, eye liner, powder, mascara, and lipstick.</p>	<p>Make-up</p> <p>Brush</p> <p>Set</p> <p>Make-up Kits</p> <p>cleansers</p> <p>Make-up Removers</p> <p>Cotton</p> <p>Wool</p> <p>Facial wipe</p> <p>Scissors (mini)</p> <p>Razor</p> <p>Spirit</p>

<b>PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY</b>			
<b>MODULE: ORGANIZATION OF BEAUTY SALON</b>			<b>COURSE CODE: CCO 333</b>
			<b>CONTACT HOURS: 288</b>
<b>YEAR: 1</b>	<b>TERM: 2</b>	<b>PRE: REQUISITE:</b>	<b>Theoretical:</b> <b>Practical:</b>
<b>GOAL:</b> This module is designed to provide the trainee with the knowledge and skills in beauty salon organization.			
<b>GENERAL OBJECTIVES:</b>  On completion of this module, the trainee should be able to:  1.0 Know the basic principles of business set up. 2.0 Understand the procedures for opening a salon business. 3.0 Know the planning and physical layout of a beauty salon. 4.0 Understand marketing in relation to saloon business. 5.0 Understand sources of finance in relation to saloon business. 6.0 Know health and safety in salon business.			

	PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN COSMETOLOGY					
	MODULE: ORGANIZATION OF BEAUTY SALON			Course Code: CCO 333		Contact Hours: 288 HOURS
	Theoretical Content			Practical Content		
	General Objective 1.0: Know the basic principles of business setup					
WEEK	Specific Learning Outcomes	Teacher’s activities	Resources	Specific Learning Outcomes	Teacher’s activities	Resources
1-2	1.1 Define business  1.2 list types of business -sole proprietor -partnership/joint	Discuss business  1.3 Explain types of business -sole proprietor	Textbooks Internet			

	<p>ventures -Cooperatives etc.</p> <p>1.3 Explain role of business in the society</p> <p>1.4 Explain the profit motive of doing business</p> <p>1.5 Explain staffing</p> <p>1.6 Explain the process of hiring of staff</p> <p>1.7 Explain the condition for maximum productivity using simple motivation methods.</p> <p>1.8 Explain: -Organizing -Planning -Budgeting -Directing</p>	<p>-partnership/joint ventures -Cooperatives etc.</p> <p>Discuss role of business in the society</p> <p>Describe the profit motive of doing business</p> <p>Discuss staffing</p> <p>Discuss the process of hiring of staff</p> <p>Discuss the condition for maximum productivity using simple motivation methods.</p> <p>Discuss: -Organizing -Planning -Budgeting -Directing</p>				
<b>General Objective 2.0: Understand the procedures for opening a salon business.</b>						
3-4	2.1 State the procedure relating to opening of salon.	Explain the procedure relating to opening of salon.	Texts books Internet	Register a salon business	Guide learners to Register a salon business	Document sample Business Names & logo

	2.2 Explain business regulations: e.g -Income (Tax) -Insurance -Contract agreement; etc. 2.3 Explain the procedures for the registration of a salon business with appropriate name and logo.	Discuss business regulations: e.g <ul style="list-style-type: none"> <li>-Income (Tax)</li> <li>Insurance</li> <li>Contract agreement; etc.</li> </ul> Discuss the procedures for the registration of a salon business with appropriate name and logo.				
<b>General Objective 3.0: Know the planning of the physical layout of a beauty salon</b>						
5-6	3.1 Explain standard salon. 3.2 Explain the appropriate position of the various equipment. 3.3 Explain the equipment necessary for setting up a standard salon.	Discuss standard salon.  Describe the appropriate position of the various equipment.  Describe the equipment necessary for setting up a standard salon.	Texts books Internet	Draw the plan of a salon to specification  Draw and color 3 salon equipment discussed in 3.3	Guide learners on how to Draw the plan of a salon to specification  Draw and color 3 salon equipment discussed in 3.3	Pictures Drawing Plans Sketch Pad Pencils colors
<b>General Objective 4.0: Understand marketing in saloon business</b>						
7-8	4.1 Define marketing.	Explain marketing.	Texts books	-Carry out	Guide learners to	Business

	<p>4.2 Explain forms of marketing</p> <p>4.3 Explain promotions</p> <p>4.4 Explain advertising</p> <p>4.5 Explain the importance of cosmetic products display in a salon</p>	<p>Discuss forms of marketing</p> <p>Discuss promotions</p> <p>Describe advertising</p> <p>Discuss the importance of cosmetic products display in a salon</p>	Internet	<p>promotional activity</p> <p>-Display cosmetic products attractively (role playing)</p> <p>Identify cosmetic products display in a salon</p>	<p>Carry out promotional activity</p> <p>-Display cosmetic products attractively (role playing)</p> <p>Identify cosmetic products display in a salon</p>	<p>Sample Advertisement</p> <p>Sample Cosmetics</p>
<b>General Objective 5.0: Understand sources of finance in relation to saloon business</b>						
9-10	<p>5.1 Explain the role of finance in business</p> <p>5.2 Explain the sources of finance for salon business.</p> <p>5.3 Explain effective utilization of finance i.e loans or credits.</p>	<p>Describe the role of finance in business</p> <p>Discuss the sources of finance for salon business.</p> <p>Discuss effective utilization of finance i.e loans or credits.</p>	<p>Texts books</p> <p>Internet</p>			
<b>General Objective 6.0: Know health and safety in saloon business</b>						
11-12	<p>6.1 Explain the importance of health and safety in salon</p>	<p>Discuss the importance of health and safety in</p>	<p>Texts books</p> <p>Internet</p>	<p>-Perform simple first aid treatment e.g; (i) burns.</p>	<p>Guide learners to - Perform simple first aid treatment e.g;</p>	<p>First Aid Box</p>

	business	salon business		(ii) electric shock i.e. artificial respirations. (iii) epileptic feat, nose bleeding and vomiting.  - Operate a fire extinguisher	(i) burns. (ii) electric shock i.e. artificial respirations. (iii) epileptic feat, nose bleeding and vomiting.  - Operate a fire extinguisher	Fire Extinguisher
	6.2 Explain safety in holding equipment	Discuss safety in holding equipment				
	6.3 Explain safety measures in salon operations	Describe safety measures in salon operations				
	6.4 Explain the uses of the items in a first aid box	Discuss the uses of the items in a first aid box				
	6.5 Explain how to operate a fire extinguisher	Describe how to operate a fire extinguisher				

**Practical Manual**

<b>S/N</b>	<b>Subject</b>	<b>Practical</b>
<b>1</b>	Introduction to Cosmetology	<p>-Identify the types and classification of cosmetology</p> <p>-Identify the qualities of a cosmetologist</p> <p>Demonstrate the rules of ethics as listed in 1.2 above eg. (by role playing)</p> <p>-Identify controversial issues which should be avoided while not in the saloon; e.g. controversial issues such as politics, religion, gossiping, etc.</p> <p>- Put the items in 3.1 above into practice, (e.g. by role playing)</p> <p>- Express ideas in a voice that depicts friendliness, sincerity, intelligence, vitality, flexibility, etc.</p> <p>Demonstrate the activities for the maintenance of good health:</p> <p>(i) Breathe clean and fresh air;</p> <p>(ii) Have daily exercise;</p> <p>(iii) Drink sufficient water each day.</p> <p>Have adequate sleep each day, etc.</p> <p>-Identify correct body postures</p> <p>-Demonstrate the rules for correct standing posture stated in (5.1) above.</p> <p>-Identify the qualities of good body postures</p> <p>-Set the manicuring table and carry out the correct manicure sitting position</p> <p>-Carry out the correct stooping position</p> <p>Identify bacteria and bacterial infections</p>



		<p>-Carry out sterilization of items using physical agents</p> <p>Carry out sterilization of surfaces using reagents</p> <p>Sanitize implements with alcohol.</p> <p>-Identify the disinfectants used for sanitizing floors, sinks, toilet bowls, etc.</p> <p>Prepare solutions with the correct formula or proportion e.g. formalin. 2. parts formaldehyde; 5 parts water; 1-part glycerin, etc.</p> <p>Apply each of the above listed aspect of light therapy on clients</p> <p>Demonstrate the faradic current with its application in beauty therapy</p> <p>Differentiate between faradic current and sinusoidal current when apply in beauty therapy</p> <p>-Identify the electric rating used in hair-dressing and beauty culture</p> <p>-Carry out hairdressing and beauty therapy operations using the steamer or vaporizer.</p> <p>-Carry out hairdressing operation using the heating cap.</p> <p>-Dress client's hair using the electric dryer</p> <p>- Carry out hairdressing and beauty culture operations using the electric oil heater.</p> <p>Identify nature of matter and its elements</p>
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		<p>-Read the pH scale.</p> <p>-Measure pH of various solutions using the pH scale or meter</p> <p>-Differentiate between hard and soft water</p> <p>Identify sources of hard and soft water</p> <p>-Soften hard water to make it suitable for use in salon i.e.  (i)By boiling;  (ii)By addition of chemicals</p> <p>Identify the compound and mixture in (15.1)</p> <p>Differentiate the texture between the compounds in (15.1)</p> <p>Demonstrate the use of items listed in (15.1)</p> <p>-Identify the cosmetics for body-care</p> <p>-Apply the different body care cosmetics</p> <p>-identify the different scalp and hair care products</p> <p>- Apply the different scalp and hair-care cosmetics on clients</p> <p>-Identify the cosmetics for body-care</p> <p>-Apply the different body care cosmetics</p> <p>identify the different scalp and hair care products</p>
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		- Apply the different scalp and hair-care cosmetics on clients
<b>2</b>	Shampooing and Rinsing	<p>Select the right types of shampoo for different textures and condition of the hair and scalp, e.g.:</p> <ul style="list-style-type: none"> <li>(i) Medicated shampoo for dandruff</li> <li>(ii) Plain shampoo for normal hair;</li> <li>(iii) Protein shampoo for treated hair, etc</li> </ul> <p>-Apply shampoo appropriately</p> <p>-Select the right type of water</p> <p>-Determine the appropriate temperature of water for shampooing</p> <p>- Shampoo a client's hair.</p> <p>Brush and comb normal hair.</p> <p>Carry out the various rinses on a client.</p>
<b>3</b>	Hair Styling	<p>- Identify hair styling</p> <p>Select a type of style to suit a client.</p> <p>Carry out pin curl operation on a client</p> <p>Carry out the roller curl on a client</p> <p>-Style the sides, tops and back of a client to suit the profile.</p> <p>-Sketch various hair styles on head with different profiles.</p>

		<ul style="list-style-type: none"> <li>-Measure the client's head accurately.</li> <li>-Adjust wigs to fit client's head.</li> <li>- Set and style wig and hair pieces.</li> <li>-Select a pattern to suit a profile</li> <li>-Weave the hair</li> <li>-Pack the hair to suit the profile</li> </ul>
<b>4</b>	Scalp and Hair Treatment	<ul style="list-style-type: none"> <li>-Identify the types and texture of hair</li> <li>- Label the two major parts of the hair:               <ul style="list-style-type: none"> <li>(i)hair shaft;</li> <li>(ii)hair roots.</li> </ul> </li> <li>-Guide the learners Differentiate by touching and feeling the three-general types of hair texture</li> <li>-Sketch and label the two layers of the skin;               <ul style="list-style-type: none"> <li>(i) Dermis</li> <li>(ii) Epidermis.</li> </ul> </li> <li>-Identify skin and scalp disorder</li> <li>-Control the disorders.</li> </ul>
<b>5</b>	Chemical Hair Processing	<ul style="list-style-type: none"> <li>-Drape and analyze the scalp and hair</li> <li>-Section the hair.</li> <li>- Shape the hair</li> </ul>

		<ul style="list-style-type: none"> <li>-Block the hair e.g. winding or wrapping the hair round the rod.</li> <li>- Apply the waving lotion and then make a test curl.</li>   <li>-Rinse out the lotion with warm water.</li>   <li>-Blot excess water from the scalp.</li>   <li>-Apply neutralizer and unwind the rod.</li>   <li>- Apply more neutralizer and leave for the required time.</li>   <li>- Rinse off neutralizer and apply a rinse.</li>   <li>-Set out and comb out.</li>   <li>-Carry out wave treatment on a client successfully.</li>   <li>-Part the hair into four.</li>   <li>-Apply base cream round the hair line behind the ears and between the partings.</li>   <li>-Condition the hair strands of a client.</li>   <li>-Carry out patch test</li> <li>-Apply the relaxer</li> <li>-Relaxed the hair</li> <li>-Carryout Rinsing</li>   <li>-Classify hair coloring</li>   <li>-Give a patch test and strand test on the client</li> </ul>
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		<ul style="list-style-type: none"> <li>- Apply base cream round the hair line to avoid staining the skin.</li> <li>- Carry out semi-permanent coloring on clients</li> <li>- Carry out temporary coloring</li> <li>- Carry out bleaching of the hair</li> <li>- carry out patch test</li> <li>-Identify tools and materials for hair pressing</li> <li>-Examine and analyze hair and scalp</li> <li>-Carry out hair pressing.</li> <li>- Curl hair with curling tongs.</li> <li>-Touch up hair (if necessary).</li> </ul>
<b>6</b>	Hair, Skin and Scalp Disorders	<ul style="list-style-type: none"> <li>-Identify the types and texture of hair</li> <li>- Label the two major parts of the hair:                             <ul style="list-style-type: none"> <li>(i)hair shaft;</li> <li>(ii)hair roots.</li> </ul> </li> <li>Guide the learners Differentiate by touching and feeling the three-general types of hair texture</li> <li>-Sketch and label the two layers of the skin;                             <ul style="list-style-type: none"> <li>(i) Dermis</li> <li>(ii) Epidermis.</li> </ul> </li> <li>-Identify skin and scalp disorder</li> </ul>

		-Control the disorders.
<b>7</b>	Beauty Culture	<ul style="list-style-type: none"> <li>-Identify nail disorder and diseases</li> <li>-Treat nail disorder and diseases</li> <li>-Carry out both manicure and pedicure on female males.</li>   <li>- Message the hands and legs of the client</li>   <li>- Carry out oil manicuring and pedicuring</li>   <li>-Identify the tools and supplies for facial make-up</li>   <li>- Care for tools and supplies for facial make-up</li>   <li>-Apply appropriate skin primer</li>   <li>-Carryout facial make-up correctly</li>   <li>- Apply astringent for oily skin.</li>   <li>- Apply correctly foundation shade, eye brow pencil, eye liner, powder, mascara, and lipstick</li> </ul>
<b>8</b>	Organization of Beauty Saloon	<ul style="list-style-type: none"> <li>-Identify types of business setup</li>   <li>Differentiate between the types of businesses</li>   <li>-Select staff</li>   <li>Register a salon business</li>   <li>Draw the plan of a salon to specification</li> </ul>

		<p>Draw and color 3 salon equipment discussed in 3.3</p> <ul style="list-style-type: none"> <li>-Carry out promotional activity</li> <li>-Display cosmetic products attractively (role playing)</li> <li>-Apply for loan</li> <li>-Utilize loan</li> <li>-Perform simple first aid treatment e.g; <ul style="list-style-type: none"> <li>(i) burns.</li> <li>(ii) electric shock i.e. artificial respirations.</li> <li>(iii) epileptic feat, nose bleeding and vomiting.</li> </ul> </li> <li>- Operate a fire extinguisher</li> </ul>
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**LIST OF EQUIPMENT FOR COSMETOLOGY CRAFT PRACTICE**

S/NO	DESCRIPTION OF TOOLS/EQUIPMENT	QUANTITY REQUIRED	QUANTITY AVAILABLE	SHORTFALLS
<b>➤ HAIR- DRESSING:</b>				
1	Hair dryer	5		
2	Steamers	5		
3	High frequency set	5		
4	Blow Dryers	15		
5	Mirrors (back-mirror as well)	Various		
6	Dressing and units /chairs	5		
7	Shampoo Bowls	5		
8	Trolleys	5		
9	Vibrators	3		
10	Infra- Red Lamps	3		
11	Ultra violet Ray Lamps	5		
12	Accelerating Machine	5		
13	Pressing Combs (Electrical and Manual	3		
14	Heater	1 dozen of each		
15	Electrical Iron Heater	5		
16	Combs (Different types)	5		
17	Shampoo Capes	5		
18	Styling Cape	5		
19	Cutting Scissors	5		
20	Clippers	5		
21	Razors	1 packet		
22	Tinting Brush	5		
23	Tinting Bowl	5		
24	Pair of Gloves	3 packets		
25	Apron	30		
26	Shampoo	3 Jars		

27	Perm Rollers(Big, Medium, Small)	3, 3, 4Dozens each		
28	Curl Pins	10 dozens		
29	Ear shields	5		
30	Face Shields	5		
31	Cream Relaxer (Assorted)	30		
32	Neutralizer shampoo	2 Jars		
33	Conditioner	3 Jars		
34	Scalp& Hair Conditioner(pomade)	3 Jars		
35	Pins, Grips &clips	3 dozens		
36	Setting Lotion	5		
37	Waving Lotion/Neutralizer	5		
38	Color Products(tints) Permanent &Semi-permanent	5		
39	Hair Nets	5		
40	COLD – Wave Rollers	5 dozens		
41	Paper Ends/Cotton Wool	6 packs each		
42	Hand sanitizer	2 big size		
43	Bobby pins	2 boxes		
44	End Tables	4		
45	Flat iron	3		
46	Curling Iron	2		
47	Hand mirrors	5		
48	Wide toothed combs	12		
49	Tail combs	12		
50	Cutter	6		
51	Paddling brush	4		
52	Detangling brush	4		
53	Microfiber towels	12		
54	Towels	24		
55	Sterilizing unit	2		

56	Medicated shampoo	5 litters		
57	Deep conditioner	10 litters		
58	Hair Oil (various)	Basic 10 types		
59	Styling gel	5 litters		
60	Mousse	3		
61	Sheen spray	3		
62	Moisturizing lotion	2		
63	Leave in conditioner	2 various types		
64	Shower caps	12		
65	Scrunches	12 packs		
66	Ear cover	12 pairs		
<b>➤ BEAUTY CULTURE:</b>				
42	High Frequency Set	2		
42	Vibrator	2		
43	Infra-Red Lamp	2		
44	Ultra-Violet Ray Lamp	2		
45	Chairs	5		
46	Couch	2		
47	Heater	3		
48	Make up kits	3		
49	Tweezer	5		
50	Brushes (Various Type & Sizes)	5 sets		
51	Bowls	5		
52	High chair	4		
53	Razor blades	6 packs		
54	Makeup table	2		
55	Scissors	3		
<b>➤ MANICURING &amp; PEDICURING:</b>				
51	Stools	5		

52	Ottoman	5		
53	Trolley	5		
54	Basket	5		
55	Bowls (foot & hand)	10		
56	Hand and foot scrub	5		
57	Brushes	5		
58	Nail Files	1 dozen		
59	Emery Boards	2 dozen		
60	Nail dissolver	5		
61	Nail scissors	5		
62	Cuticle Pusher	5		
62	Buffer	5		
63	Manicure set	5		
64	Nail polish (Gel & water based)	1 dozen		
65	Nail kit	1		
66	Hand and foot mask	1		
67	Nail dryer	2		
68	Foot scrapper	12		
69	Cuticle cream	4		
70	Cuticle oil	4		
71	Cuticle trimmer	4 packs		
72	Finger divider	4 sets		
73	Toe divider	4 set		
74	Nail cutter	12		

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