

SCHEME OF WORK APPLICATION FORM

For each ITEC qualification, the Lecturer/centre must complete Scheme of Work for each unit indicating how the Lecturer is planning to cover the ITEC syllabus throughout the course.

Set out the planned sessions in terms of *Learning Outcomes* to be achieved. These should match those stated within the ITEC syllabus for each unit. Include all units of each course offered. Hours should meet the minimum guided learning hours listed within the syllabus.

Unit Title: Unit 312 - Styling Men's Hair

Lecturer(s) responsible:

Total contact tuition hours proposed: 30

Learning Outcomes	Lecture Content	Suggested Resources	Approx Hours
Introductory session	College rules and regulations College mission statement ITEC rules and regulations Health & Safety Timetable Dates – holidays etc. Syllabus Recommended books Uniform	Lecture Q&A Using all the documents listed to ensure the students understand the college expectations and their commitment to the course	
1. Be able to prepare for styling for men			
Identify basic styling techniques for men's hair State the factors that influence the choice of hair styling techniques for men State the importance of the preparation procedures for styling men's hair	<ul style="list-style-type: none"> • Blow drying • Straightening and smoothing • Curling • Finger drying and finishing • Head, face and body shape • Life style • Adverse skin, scalp and hair conditions • Hair growth patterns • Hair growth cycle • Hair length • Hair loss • Hair type • Hair condition • Hair texture • Hair density • Elasticity • Fashion trends • Preparing the work area • Preparing tools and equipment • Discussing client's needs and requirements • Selecting suitable protective clothing – gowns and towel • Examining the hair type, texture, length, colour, quality and quantity 	OHP/Whiteboard Lecture Q&A Homework Tests	

<p>Style men's hair using basic styling techniques</p>	<ul style="list-style-type: none"> • Brushes Equipment • Dryers • Electrical equipment • Mirror <ul style="list-style-type: none"> • Preparing client • Shampooing and conditioning of hair • Towel drying • Styling hair • Showing client finished results • Checking that the finished result meets with client's satisfaction • Checking that the finished result meets with senior stylist's satisfaction • Advising the client on suitable basic homecare • Ensuring that the treatment is cost effective and carried out in a commercially acceptable time • Leaving the work place in a suitable condition for further treatments 		
<p>Follow safe and hygienic working practices</p>	<ul style="list-style-type: none"> • Sanitising / sterilising tools and equipment using the correct hygiene procedures • Storing sterilised tools appropriately • Salon rules and regulations • Code of Ethics • Disposing of waste • Environmental conditions • PPE • COSHH • Health and Safety policy • Demonstrating correct posture – prevention of fatigue and injury • Current legislation 		
<p>Communicate and behave in a professional manner</p>	<ul style="list-style-type: none"> • Being polite at all times • Being honest • Showing a positive attitude when asked to help • Offering help without having to be asked • Showing enthusiasm for the job • Demonstrating positive facial expressions • Demonstrating positive body language • Demonstrating good eye contact • Listening 		

	<ul style="list-style-type: none">• Speaking clearly• Knowing what to say and how to say it• Knowing a range of related terminology linked to basic hair styling for men• Demonstrating how to follow instructions• Demonstrating how to work as a team• Following salon requirements		
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