

ITEC Level 2

Unit 803 - Apply Make-Up

Recommended Minimum Guided Learning Hours – 41

Learning outcome

The learner will:

1. Be able to prepare for make-up

Assessment Criteria

1.1 Prepare themselves, client and work area for make-up

1.2 Use suitable consultation techniques to identify treatment objectives

1.3 Carry out a skin analysis

1.4 Provide clear recommendations to the client

1.5 Select products, tools and equipment to suit client treatment needs, skin types and conditions

Taught Content

1.1.1 To include:

• Preparation of working area • Equipment • Products • Work wear • Personal appearance and behaviour
• Hygiene e.g. sterilising /sanitising tools and equipment • Procedures used to prepare client for treatment • Client care and modesty

1.2.1 To include:

An example of a consultation form can be downloaded from www.itecworld.co.uk
• Consulting in a suitable area • Positive body language • Positioning of the client • Good communication skills (asking open and/or closed questions where appropriate)
• Professionalism • Contraindications and contra-actions • Treatment plan • Make up chart • Products used • Consent • Confidentiality • Client's signature

1.3.1 To include:

• Overall skin type • Skin condition • Pigmentation and colour • Skin texture • Skin imperfections • Skin tone • Skin temperature • Muscle tone • Skin elasticity • UV damage

1.4.1 Taking into account the following:

• The outcome of the skin analysis • Diet • Smoking • Alcohol • Central heating
• Air conditioning • Stress • Sleep • Exercise • Fresh air • Occupation • Lifestyle
• Current regime and products used • Make-up specification

1.5.1 To include:

• Couch or chair • Trolley • Stool • Towels • Blanket • Additional support if appropriate
• Headband • Bedroll • Robe • Disposable slippers • Disinfecting fluid • Magnifying lamp
• Tissues • Cotton wool • Sponges • Gloves • Spatulas • Bowls • Cosmetic sponges • Make-up brushes • Disposable applicators • Make-up palette • Mirror • Sterilising solution • Brush cleanser • UV cabinet • Waste disposal
Products for the following make-up: • Corrective • Day • Evening • Bridal • Special Occasion

<p>1.6 Describe workplace requirements for preparing themselves, the client and work area</p>	<p>1.6.1 To include:</p> <ul style="list-style-type: none"> • Any particular rights, restrictions and Acts applicable to make-up treatments • Code of practice/ethics • Insurance and professional association membership • Record keeping • Professional appearance
<p>1.7 State the environmental conditions suitable for make-up</p>	<p>1.7.1 To include:</p> <ul style="list-style-type: none"> • Lighting • Heating • Ventilation • Noise levels • Available space • Music • General hygiene • Waste disposal • Décor • Equipment e.g. workstation/ trolley • Privacy • Reception areas • General use/treatment areas
<p>1.8 Describe different consultation techniques used to identify treatment objectives</p>	<p>1.8.1 To include:</p> <ul style="list-style-type: none"> • The importance of positive body language • Positioning of themselves and client (no barriers) • Good communication skills (asking open and/or closed questions where appropriate) • Verbal and non-verbal communication
<p>1.9 Describe the importance of carrying out a detailed skin analysis</p>	<p>1.9.1 To include:</p> <ul style="list-style-type: none"> • Skin type and conditions • Contraindications • Scope of treatment(s) • Home care advice • Aftercare advice • Product advice
<p>1.10 Describe how to select products, tools and equipment to suit client treatment needs, skin types and conditions</p>	<p>1.10.1 To include:</p> <ul style="list-style-type: none"> • The importance of selecting the correct products, tools and equipment based upon client consultation, skin analysis and make-up specification • Couch or chair • Trolley • Stool • Towels • Blanket • Additional support if appropriate • Headband • Bedroll • Robe • Disposable slippers • Disinfecting fluid • Magnifying lamp • Tissues • Cotton wool • Sponges • Gloves • Spatulas • Bowls • Cosmetic sponges • Make-up brushes • Disposable applicators • Make-up palette • Mirror • Sterilising solution • Brush cleanser • UV cabinet • Waste disposal • Eye make-up remover • Cleansing lotions, milks, creams, foams, oils and gels • Skin toners, fresheners, astringents and tonics • Moisturising creams • Eye creams and gels • Serums • Pre-base products (mattifying, light reflective, anti-ageing) • Colour corrective products (lilac, green, orange) • Foundations (cream, liquid, mousse, gel, blocks, compacts, cakes, light reflecting, all-in-one, mineral, matt) • Concealers (cream, stick, liquid) • Face powders (loose, compact, mineral, light-reflecting, shimmer) • Bronzing products (powder, gel, liquid) • Shaders • Highlighters • Cheek products (cream, powder, liquid tints, mineral-based) • Eyebrow products (pencils, powders, gels) • Eye shadow (powders, cream, water colours, mineral, pigment) • Eyeliner products (liquid, gel, kohl pencil, pencil, cake) • Mascara (waterproof and non-waterproof) • Lip Liner • Lipstick • Lip gloss • Lip balm Make up techniques to include the use of: Pre-base • Colour corrective base products • Foundation • Concealer • Powder • Blusher • Shader • Highlighter • Eyeshadow • Eyeliner • Mascara • Lip liner • Lipstick for the following make up: <ul style="list-style-type: none"> • Corrective • Day • Evening • Bridal • Special Occasion • The methods, hygiene and safety precautions, effects and benefits of all make up application techniques

<p>2.3 Position themselves and client correctly throughout the treatment</p> <p>2.4 Use products, tools, equipment and techniques to suit client treatment needs, skin type and conditions</p> <p>2.5 Complete the treatment to the satisfaction of the client to suit a range of occasions</p> <p>2.6 Record the results of the treatment</p> <p>2.7 Provide suitable aftercare advice</p>	<p>Work Regulations • Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) • Disability Discrimination Act • Data Protection Act • Adhere to all product safety precautions and manufacturers' instructions</p> <p>• Legislation which relates to the work being carried out, the environment and the client with whom the make-up artist is working</p> <p>2.3.1 To include:</p> <ul style="list-style-type: none"> • Ensuring the client is comfortable and correctly supported • Make-up artist maintaining correct working posture throughout treatment • Make-up artist self-care <p>2.4.1 To include:</p> <p>Equipment</p> <ul style="list-style-type: none"> • Couch or chair • Trolley • Stool • Towels • Blanket • Additional support if appropriate • Headband • Bedroll • Robe • Disposable slippers • Disinfecting fluid • Magnifying lamp • Tissues • Cotton wool • Sponges • Gloves • Spatulas • Bowls • Cosmetic sponges • Make-up brushes • Disposable applicators • Make-up palette • Mirror • Sterilising solution • Brush cleanser • UV cabinet <p>Waste disposal</p> <p>Products</p> <ul style="list-style-type: none"> • Eye make-up remover • Cleansing lotions, milks, creams, foams, oils and gels • Skin toners, fresheners, astringents and tonics • Moisturising creams • Eye creams and gels • Serums • Pre-base products (mattifying, light reflective, anti-ageing) • Colour corrective products (lilac, green, orange) • Foundations (cream, liquid, mousse, gel, blocks, compacts, cakes, light reflecting, all-in-one, mineral, matt) • Concealers (cream, stick, liquid) • Face powders (loose, compact, mineral, light-reflecting, shimmer) • Bronzing products (powder, gel, liquid) • Shaders • Highlighters • Cheek products (cream, powder, liquid tints, mineral-based) • Eyebrow products (pencils, powders, gels) • Eye shadow (powders, cream, water colours, mineral, pigment) • Eyeliner products (liquid, gel, kohl pencil, pencil, cake) • Mascara (waterproof and non-waterproof) • Lip Liner • Lipstick • Lip gloss • Lip balm <p>• A cleanse and day make-up should take a maximum of 30 minutes</p> <p>Techniques used for the following make-up application: • Corrective • Day • Evening • Bridal • Special Occasion</p> <p>2.5.1 To include:</p> <ul style="list-style-type: none"> • Conclusion of treatment in appropriate manner to meet client's needs, manufacturers' instructions and make-up specification • Check treatment results with client using mirror <p>2.6.1 To include:</p> <ul style="list-style-type: none"> • Client response to treatment and feedback • Note benefits of the treatment • Product advice • Home care advice • Store records demonstrating knowledge of confidentiality requirements <p>2.7.1 To include:</p> <ul style="list-style-type: none"> • Recommendations for immediate aftercare • Product recommendations • Colour recommendations • Avoid touching excessively • Remove make-up immediately if skin irritation occurs
---	---

2.8 State how to communicate and behave in a professional manner	2.8.1 To include: • Consultation • Treatment explanation • Client care • Hygiene • Good communication skills
2.9 Describe health and safety working practices	2.9.1 To include: The importance of: • Fire Precautions Act • Health & Safety at Work Act • Health and Safety (First Aid) Regulations • The Management of Health & Safety at Work Regulations • The Workplace (Health, Safety & Welfare) Regulations • The Manual Handling Operations Regulations • The Personal Protective Equipment at Work Regulations • The Provision and Use of Work Equipment Regulations • The Control of Substances Hazardous to Health Regulations (COSHH) • The Electricity at Work Regulations • Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) • Disability Discrimination Act • Data Protection Act
2.10 State the importance of positioning themselves and the client correctly throughout the treatment	2.10.1 To include: • Ensuring the client is comfortable and correctly supported • Make-up artist maintaining correct posture throughout treatment • Make-up artist self-care
2.11 State the importance of using products, tools, equipment and techniques to suit client treatment needs, skin type and conditions	2.11.1 To include: • Couch or chair • Trolley • Stool • Towels • Blanket • Additional support if appropriate • Headband • Bedroll • Robe • Disposable slippers • Disinfecting fluid • Magnifying lamp • Tissues • Cotton wool • Sponges • Gloves • Spatulas • Bowls • Cosmetic sponges • Make-up brushes • Disposable applicators • Make-up palette • Mirror • Sterilising solution • Brush cleanser • UV cabinet • Waste disposal Products and techniques used for the following make-up: • Corrective • Day • Evening • Bridal • Special Occasion
2.12 Describe how to use corrective methods to suit client treatment needs, skin types and conditions	2.12.1 To include: Face shapes: • Oval • Square • Heart • Round • Long • Diamond • Pear Eye shapes: • Hooded • Large • Small • Close set • Prominent • Drooping • Deep set • Wide apart Nose shapes: • Long • Wide • Short • Nasolabial folds Lip shapes: • Large/full • Thin • Asymmetrical mouth Flaws and blemishes: • Dark circles under the eyes • Spots • Blemishes • Uneven pigmentation • Broken capillaries • Puffy eyes Skin tones: • Fair • Medium • Dark • Olive Lighting • Blue/fluorescent • Yellow/filament • Daylight Products • Shaders • Highlighters • Colour corrective products
2.13 State the contra-actions that may occur during and following treatments and how to respond	2.13.1 To include: • Adverse skin reaction • Watery eyes • Excessive erythema • Skin irritation • Itching • Immediate removal of cosmetic products • Application of cool compress • Referral procedures

<p>2.14 State the importance of completing the treatment to the satisfaction of the client</p>	<p>2.14.1 To include:</p> <ul style="list-style-type: none"> ▪ Concluding the treatment in the correct manner to meet client’s needs, make-up specification and manufacturers’ instructions • Check application with client using mirror
<p>2.15 State the importance of completing treatment records</p>	<p>2.15.1 To include:</p> <ul style="list-style-type: none"> ▪ Maintaining records ▪ Aftercare ▪ Home care ▪ Product advice ▪ Compliance with Data Protection
<p>2.16 State the aftercare advice that should be provided</p>	<p>2.16.1 To include:</p> <ul style="list-style-type: none"> • Recommendations for immediate aftercare • Product recommendations • Colour recommendations • Avoid touching excessively • Remove make-up immediately if skin irritation occurs • Lifestyle • Recommendation for further salon treatments
<p>2.17 Describe the structure and functions of the skin</p>	<p>2.17.1 To include:</p> <p>Skin structure:</p> <p>Epidermis: • Stratum Corneum • Stratum Lucidum • Stratum Granulosum • Stratum Spinosum/Malphigian • Stratum Germinativum/Basal Layer</p> <p>Dermis: • Blood supply • Lymphatic supply • Hair follicle • Hair shaft • Sebaceous gland • Sweat gland: Eccrine and Apocrine • Sensory nerve endings • Dermal papilla • Collagen • Elastin • Histiocytes • Mast cells • Fibroblasts • Erector pili muscle • Melanocytes</p> <p>Subcutaneous/Adipose Layer: • The structure and function of the fatty layer underneath the Dermis</p> <p>Skin functions:</p> <ul style="list-style-type: none"> • Secretion • Heat regulation • Absorption • Protection/Acid Mantle (composition and formation) • Elimination/excretion • Sensation • Vitamin D formation (7-dehydro-cholesterol)
<p>2.18 Describe diseases and disorders of the skin</p>	<p>2.18 To include:</p> <p>General: • Broken capillaries • Crow’s feet • UV damage • Urticaria • Allergic reaction</p> <ul style="list-style-type: none"> • Comedones • Milia • Hyperkeratosis • Keloids • Ingrowing hairs • Psuedo folliculitis <p>Infestations: • Scabies • Pediculosis</p> <p>Congenital: • Atopic eczema • Atopic dermatitis • Psoriasis</p> <p>Bacterial: • Acne vulgaris • Acne rosacea • Impetigo • Folliculitis • Boils</p> <p>Viral: • Herpes simplex • Herpes zoster • Warts</p> <p>Fungal: • Tinea corporis</p> <p>Pigmentation disorders: • Hyper pigmentation • Hypo pigmentation • Dermatitis papulosa nigra • Vitiligo • Albinism • Chloasma • Ephelides • Lentigo • Naevae • Port wine stain</p> <ul style="list-style-type: none"> • Leucoderma • Papilloma <p>Skin cancers: • Basal Cell Carcinoma • Squamous Cell Carcinoma • Malignant Melanoma</p>
<p>2.19 Explain how natural ageing, lifestyle and environmental factors affect the condition of the skin and muscle tone</p>	<p>2.19.1 To include:</p> <ul style="list-style-type: none"> • Intrinsic ageing – physiological factors • Extrinsic ageing – environmental factors

<p>2.20 State the position and action of the muscles of the head, neck and shoulders</p>	<p>2.20.1 To include: • Orbicularis Oculi • Orbicularis Oris • Masseter • Buccinator • Risorius • Levator Anguli Oris • Levator Labii Superioris • Depressor Anguli Oris (Triangularis) • Depressor Labii Inferioris • Mentalis • Zygomaticus • Temporalis • Nasalis • Procerus • Corrugator • Frontalis • Occipitalis • Pterygoids • Trapezius • Platysma • Sternocleido mastoid • Deltoid • Pectoralis major and minor</p>
<p>2.21 State the names and position of the bones of the head, neck and shoulders</p>	<p>2.21.1 To include: Cranium : • Parietal • Frontal • Ethmoid • Sphenoid • Occipital • Temporal Facial: • Nasal • Zygomatic • Maxilla • Lacrimal • Turbinate • Palatine • Mandible • Vomer Shoulder: • Clavicle • Scapula • Humerus Chest: • Sternum Neck: • Cervical vertebrae</p>
<p>2.22 Describe the structure and function of the blood and lymphatic system for the head, neck and shoulders</p>	<p>2.22.1 To include: Circulatory system: • Blood plasma • Erythrocytes • Leucocytes • Platelets • Thrombocytes • Arteries • Arterioles • Veins • Venules • Capillaries Main Arteries of the head and neck: • Thyroid • Facial • Temporal • Lingual • Occipital • Maxillary Main veins of the head and neck: • Middle Temporal • Superficial Temporal • Maxillary • Anterior Facial • Common Facial • Internal Jugular • External Jugular Lymphatic system: The content of lymph and its function: • Transportation • Detoxification • Antibodies, antitoxins and lymphocytes • Immune system • Secondary circulation • Lymphocytes • Lymphatic Capillary • Lymphatic Vessel • Lymph Node • Lymphatic Duct Main lymph nodes of the head and neck: • Superficial and deep cervical • Submandibular • Anterior and Posterior Auricular • Occipital • Buccal • Sub-mental Interrelationship: • The way in which the 2 systems support each other</p>

Assessment

Unit 803 - Apply Make-Up

Practical Assessment

All learners will be assessed via a practical examination of their technical skills and treatment techniques

Treatment evidence

Evidence of 5 make-up treatments to include:

Consultation including medical history

Treatment details including make-up chart and details of products used

Treatments to include 1 day, 1 evening, 1 special occasion, 1 bridal and 1 other make up

Before and after photographs

Client feedback

Aftercare and home care advice including retail

recommendations and advice for further treatments

Learner and client signatures

Treatment date

Unit 803 - Apply Make-Up Practical assessment forms and marking criteria may be downloaded from www.itecworld.co.uk

Unit 803 - Apply Make-Up must be evidenced through the use of signed and dated treatment evidence forms. See www.itecworld.co.uk for sample form