

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 624 - Style and Finish African Type Women's Hair using a Variety of Techniques

Lecturer(s) responsible:

Total contact tuition hours proposed: 45

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 Service			
<p>Prepare themselves, the client and work area for styling service</p> <p>Use suitable consultation techniques to identify service objectives</p> <p>Evaluate the potential of the hair to achieve the desired style by identifying the influencing factors</p> <p>Provide clear recommendations to the client based on influencing factors</p>	<ul style="list-style-type: none"> Preparing self Preparing working area Sanitising/sterilising tools and equipment Preparing environment Assisting the client into a comfortable and relaxed position for the treatment Protecting and caring for the client throughout the treatment Discussing client's needs and requirements Discussing limitations Consulting with client throughout the service Checking the texture of the hair Checking the density of the hair Checking the length of the hair Checking growth patterns Haircut and shape Hair length and texture Growth patterns Facial shape and features Protective clothing for self and client 	<p>OHP/Whiteboard Lecture Q&A Homework Tests</p>	20

<p>Describe the salon's requirement for client preparation, preparing themselves and the work area</p> <p>Describe the different consultation techniques used to identify service objectives</p> <p>Describe the factors that need to be considered when styling and dressing hair</p> <p>Describe the physical effects of styling on the hair</p> <p>Describe the effect humidity has on the hair during setting</p> <p>Describe a range of styles for women</p>	<ul style="list-style-type: none"> • Sanitising/sterilising tools and equipment • Disposing of waste hygienically and appropriately • Open and closed questioning • Use of visual aids • Listening techniques • Previous haircut/style • Hair condition/texture • Length of hair • Client request • Effect of backcombing on the cuticle layer • The effect of water and heat • Re-arranging the hydrogen bonds • Re-arranging the hydrogen bonds • Prolonging the drying period • Short one length - straight • Long one length – straight, below the shoulder or hair-up styles • Short layered – curly, soft waves, smooth, with and without volume • Long layered – curly, soft waves, with and without volume • With fringe • Without fringe 		
2. Be able to Provide Styling and Finishing Services			
<p>Communicate and behave in a professional manner</p> <p>Select and use products, tools and equipment to achieve the desired effect</p> <p>Combine and adapt styling techniques to achieve the desired effects</p> <p>Personalise dressing</p>	<ul style="list-style-type: none"> • Being polite • Being honest • Speaking clearly • Listening attentively • Demonstrating positive body language and facial expressions • Combs • Brushes • Hairdryers, tongs and straighteners • Use of rollers and pin-curls • Heated rollers, tongs and straighteners • Alternative setting methods, twisting and plaiting • Wrapping • Hair length 		40

techniques to take account of influencing factors	<ul style="list-style-type: none"> • Haircut • Finished look 		
Secure added hair and effectively blend with the natural hair	<ul style="list-style-type: none"> • Clips, slides, bands and combs • Combing and brushing 		
Incorporate and secure ornamentation effectively into the desired look	<ul style="list-style-type: none"> • Clips, pins and grips • Slides and combs 		
Create a finished style that is to the satisfaction of the client	<ul style="list-style-type: none"> • Consulting the client throughout the service 		
Provide suitable aftercare advice	<ul style="list-style-type: none"> • Shampooing and conditioning the hair • How to brush and comb the hair • How to maintain the style • Use of finishing products 		
Follow safe and hygienic working practices	<ul style="list-style-type: none"> • Correct posture and standing position • Health and safety • Client comfort 		
Describe the correct use and routine maintenance of styling equipment	<ul style="list-style-type: none"> • Sanitation of tools and equipment • Testing of electrical equipment 		
Describe the techniques used for styling and dressing	<ul style="list-style-type: none"> • Backcombing/brushing to create bulk and a foundation for hair-up • Pin curling and finger waving • Roller setting • Using tongs and straighteners 		
Explain the importance of using styling and finishing products on the hair	<ul style="list-style-type: none"> • Aid the shaping and controlling the hair • Protecting the finished look 		
Explain the importance of controlling and securing long hair effectively	<ul style="list-style-type: none"> • Longevity of the style • Shaping the finished look 		
Explain the importance of considering tension in hair-up styles	<ul style="list-style-type: none"> • Client comfort • Traction alopecia 		
Explain the effects of incorrect use of heat on the hair and scalp	<ul style="list-style-type: none"> • Damaging the condition of the hair and scalp • Discomfort of the client 		
State the purposes of backcombing and back brushing when dressing hair	<ul style="list-style-type: none"> • Creating bulk and height in a hairstyle • Producing a firm base for fixing long hair into place 		
Describe the methods used	<ul style="list-style-type: none"> • Clips, pins, grips 		

<p>to secure added hair and ornamentation during styling</p> <p>Describe the aftercare advice that should be provided</p> <p>Outline safe and hygienic working practices</p> <p>State how to communicate and behave within a salon environment</p>	<ul style="list-style-type: none"> • Combs and bands • Shampooing and conditioning • Brushing and combing • Drying and styling the hair • Finishing products • Protecting client • Personal protection • Posture and standing position • Sanitisation of tools and equipment • Disposing of waste hygienically and appropriately • Being polite • Being honest • Speaking clearly • Listening attentively • Demonstrating positive body language and facial expressions 		
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