

Hair Dressing and Beautification

Level III



TVET Curriculum Version-1

Based on Apr 2022, Version- 3 Occupational
standard

June , 2022

Addis Ababa, Ethiopia

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Acknowledgements

The Ministry of Labor and skill wishes to thank and appreciation to MoLS leaders and experts, Regional Labor and skill/training Bureaus leader, experts, TVET College Deans, Instructors and industry experts who contribute their time and professional experience to the development of this Curriculum for **Hair Dressing and Beautification level III**.

1. TVET-Program Design

1.1. TVET-Program Title: Hair dressing and Beautification level-III

1.2. TVET-Program Description

The Program is designed to develop the necessary knowledge, skills and attitude of the trainees to the standard required by the occupation. The contents of this program are in line with the occupational standard. The Trainees who successfully completed the Program will be qualified to work as with Hair dressing and Beautification Workers competencies elaborated in the respective OS. Graduates of the program will have the required qualification to work in the **Hotel and tourism sector** in the field of Hair dressing and Beautification.

The prime objective of this training program is to equip the Trainees with the identified competences specified in the OS. Graduates are therefore expected to Respond to technical problem, color and lighten hair ,perform men’s hair cut ,chemical texturizing ,remove unwanted hair ,apply acrylic nail enhancement ,perform facial treatment ,design and apply remedial camouflage makeup, design and apply bridal hair styles, and prevent eliminate muda in accordance with the performance criteria and evidence guide described in the OS.

1.3. TVET program structure

Unit of competence	Sequences of Learning modules		Module Units	Nominal Duration (In Hours)
	Module Code	Module Name /Title		
<u>CST HDB3 M11</u> <u>0422</u> Prevent and Eliminate MUDA	<u>CST HDB3 M01</u> <u>0622</u>	MUDA	<ul style="list-style-type: none"> • Identification and requirement • Identification of MUDA • Causes of problem • MUDA elimination • MUDA Prevention 	60Hour
<u>CST HDB3 M01</u> <u>0422</u> Respond to Technical problem	<u>CST HDB3M 02</u> <u>0622</u>	Responding to Technical problem	<ul style="list-style-type: none"> • Conduct client analysis • Client complain • Hair ,skin and cosmetology 	30 Hours
<u>CST HDB3 M02</u> <u>0422</u> Perform Hair cut Techniques	<u>CST HDB3 M03</u> <u>0622</u>	Hair cut techniques	<ul style="list-style-type: none"> • Client and work station • Outline shape • Hair cut plan • Hair cut techniques 	60 Hours
<u>CST HDB3 M03</u> <u>0422</u> Perform Men's hair cut	<u>CST HDB3 M04</u> <u>0622</u>	Men's hair cut	<ul style="list-style-type: none"> • Analyze Client • Cutting techniques • Outline haircut • Face and head shave 	50 Hours

<u>CST HDB3 M04</u> <u>0422</u>	Color and Lighten Hair	<u>CST HDB3 M05</u> <u>0622</u>	Color and lighten hair	<ul style="list-style-type: none"> • Consult client • Client service • Color and high lift tint products • Home care and advice 	70 Hours
<u>CST HDB3 M05</u> <u>0422</u>	Chemical Texturizing	<u>CST HDB3 M06</u> <u>0622</u>	Chemical Texture	<ul style="list-style-type: none"> • Consult client • Reform product and equipment • Rinse and neutralize hair • Service and home care advise 	70 Hours
<u>CST HDB3 M06</u> <u>0422</u>	Remove Unwanted Hair	<u>CST HDB3 M07</u> <u>0622</u>	Unwanted hair	<ul style="list-style-type: none"> • Introduction to work station • Tweezers • Shave • Wax • Post service 	30 Hours
<u>CST HDB3 M07</u> <u>0422</u>	Apply Acrylic Nail Enhancement	<u>CST HDB3 M08</u> <u>0622</u>	Acrylic nail	<ul style="list-style-type: none"> • Acrylic nail • Artificial nail • Refill artificial nail • Pre and post treatment 	50 Hours

<u>CST HDB3 M08</u> <u>0422</u>	Perform facial treatment	<u>CST HDB3 M09</u> <u>0622</u>	Facial Treatment	<ul style="list-style-type: none"> • Cleanse skin • Cleanse face • Skin care products • Advice on product service 	50Hours
<u>CST HDB3 M09</u> <u>0422</u>	Design and Apply Remedial Camouflage Make-up	<u>CST HDB3 M010</u> <u>0622</u>	Camouflage make up	<ul style="list-style-type: none"> • Camouflage make up • Camouflage area • Remedial camouflage • Product 	50Hours
<u>CST HDB3 M10</u> <u>0422</u>	Design and Apply bridal hair Styles	<u>CST HDB3 M11</u> <u>0622</u>	Bridal hair style	<ul style="list-style-type: none"> • Client characteristic • Consult • Hair type • Techniques of design 	50Hour

1.4. Duration of the TVET-Program

The Program will have duration of **570 hours** including the on school/ Institution training and on-the-job practice or cooperative training time. Such cooperative training based on realities of the industry, nature of the occupation, location of the TVET institution, and other factors will be considered in the training delivery to ensure that trainees acquire practical and workplace

S. No	Module title	TVET Institution training		Cooperative training	Total hours	Remark
		Theory	Practical			
1.	MUDA	30	30	0	60	
2.	Responding to Technical problem	0	30	0	30	
3.	Hair cut Techniques	10	40	10	60	
4.	Men's hair cut	10	30	10	50	
5.	Color and Lighten Hair	20	40	10	70	
6.	Chemical Texture	10	50	10	70	
7.	Unwanted Hair	5	20	5	30	
8.	Acrylic Nail	10	30	10	50	
9.	Facial treatment	10	30	10	50	
10.	Camouflage Make-up	10	30	10	50	
11.	Bridal hair Styles	10	30	10	50	
Total hour		105	315	160	570	
Project work title					Maximum one week	

N.B. The cooperative training time can be managed for implementations according to the experience.

1.5. Qualification Level and Certification

Qualification is a formal certificate issued by an official agency in recognition to that an individual has been assessed as achieving learning outcomes or competencies to the standard specified for the qualification title. A qualification confers official recognition of value in the labour market and in further education and training. Based on the descriptors elaborated on the Ethiopian National TVET Qualification Framework (NTQF) the qualification of this specific TVET Program is Certificate III according to the level. The trainee will be awarded transcript and the institutional certificate after successfully completing all the modules in the level.

1.6. Target Groups

Any citizen who meets the entry requirements under items 1.7 and capable of participating in the training activities is entitled to take part in the Program.

1.7. Entry Requirements

In principle everyone should be able to access training based on the labor market. Hence the prospective participants of this program are any citizen who possesses the entry requirement directive of the Ministry of Labor and Skills.

1.8. Mode of Delivery

This TVET-Program is characterized as a formal Program on middle level technical skills. The mode of training delivery is in the institution and co-operative training. Cooperative training is a model of training by the cooperation of enterprises/industries and TVET institutions whereby trainees spend much of their time in the enterprises/industries to acquire industrial knowledge, skills, experiences, and attitudes of the industrial environment and the remaining time in TVET institutions to acquire basic skills and theoretical concepts. Therefore, it is necessary to make the TVET sector more effective by strengthening a system of cooperative training accepted by the industry.

The program will employ different alternatives of cooperative training such as apprenticeships, internship and traineeship based on the nature of the occupation, location of the TVET institutions, and interest of the industry. In addition, in the areas where industry is not sufficiently available the established production and service centers/learning factories in TVET institutions will be used as cooperative training places. The Training-Institution and identified companies should have to take an agreement to co-operate with regard to the implementation of this program.

1.9. Institutional Assessment

Two types of evaluation will be used in determining the extent to which training outcomes are achieved. The specific training outcomes are stated in the modules. In assessing them, verifiable and observable indicators and standards shall be used.

The *formative assessment* is incorporated in the training modules and form part of the training process. Formative evaluation provides the trainee with feedback regarding success or failure in attaining training outcomes. It identifies the specific training errors that need to be corrected, and provides reinforcement for successful performance as well. For the teacher, formative evaluation provides information for making instruction and remedial work more effective.

Summative Evaluation the other form of evaluation is given when all the modules in the program have been accomplished. It determines the extent to which competence have been achieved. And, the result of this assessment decision shall be expressed in the term of institutional Assessment implementation guidelines..

Techniques or tools for obtaining information about trainees' achievement include oral or written test, demonstration and on-site observation.

1.10. TVET Teachers Profile

The teachers conducting this particular TVET Program are **B Level** and above who have satisfactory practical experiences or equivalent qualifications.

1.11. Training and Assessment methodology

The program is delivered using a variety of training methods. The table below shows training and assessment methodology for non-impaired trainees and with reasonable adjustment for impaired trainees. In addition, as per the nature of the module title the trainer can use recommended and possible training and assessment methodology.

Learning Methods:				
For none impaired trainees	Reasonable Adjustment for Trainees with Disability (TWD)			
	Low Vision	Deaf	Hard of hearing	Physical impairment
Lecture-discussion	<ul style="list-style-type: none"> ❖ Provide large print text ❖ Prepare the lecture in Audio/video ❖ Organize the class room seating arrangement to be accessible to trainees ❖ Write short notes on the black/white board using large text ❖ Make sure the luminosity of the light of class room is kept ❖ Use normal tone of voice ❖ Encourage trainees to record the lecture in audio format ❖ Provide Orientation on the physical feature of the work shop 	<ul style="list-style-type: none"> ❖ Assign sign language interpreter ❖ Arrange the class room seating to be conducive for eye to eye contact ❖ Make sure the luminosity of the light of class room is kept ❖ Introduce new and relevant vocabularies ❖ Use short and clear sentences ❖ Give emphasis on visual lecture and ensure the attention of the trainees ❖ Avoid movement during 	<ul style="list-style-type: none"> ❖ Organize the class room seating arrangement to be accessible to trainees ❖ Speak loudly ❖ Ensure the attention of the trainees ❖ Present the lecture in video format ❖ Ensure the attention of the trainees 	<ul style="list-style-type: none"> ❖ Organize the class room seating arrangement to be accessible for wheelchairs users. ❖ Facilitate and support the trainees who have severe impairments on their upper limbs to take note ❖ Provide Orientation on the physical feature of the work shop

	<ul style="list-style-type: none"> ❖ Summarize main points 	<ul style="list-style-type: none"> lecture time ❖ Present the lecture in video format ❖ Summarize main points 		
Demonstration	<ul style="list-style-type: none"> ❖ Conduct close follow up ❖ Use verbal description ❖ Provide special attention in the process of guidance ❖ facilitate the support of peer trainees ❖ Prepare & use simulation 	<ul style="list-style-type: none"> ❖ use Sign language interpreter ❖ Use video recorded material ❖ Ensure attention of the trainees ❖ Provide structured training ❖ Show clear and short method ❖ Use gesture ❖ provide tutorial support (if necessary) 	<ul style="list-style-type: none"> ❖ Illustrate in clear & short method ❖ Use Video recorded material ❖ Ensure the attention of the trainees ❖ provide tutorial support (if necessary) 	<ul style="list-style-type: none"> ❖ Facilitate and support the trainees having severe upper limbs impairment to operate equipments/ machines ❖ Assign peer trainees to assist ❖ Conduct close follow up ❖ provide tutorial support (if necessary)
Group discussion	<ul style="list-style-type: none"> ❖ Facilitate the integration of trainees with group members ❖ Conduct close follow up ❖ Introduce the trainees with other group member ❖ Brief the thematic issues of the work 	<ul style="list-style-type: none"> ❖ Use sign language interpreters ❖ Facilitate the integration of trainees with group members ❖ Conduct close follow up ❖ Introduce the trainees with other group member 	<ul style="list-style-type: none"> ❖ Facilitate the integration of trainees with group members ❖ Conduct close follow up ❖ Introduce the trainees with other group member ❖ Inform the group members to speak 	<ul style="list-style-type: none"> ❖ Introduce the trainees with their peers

			loudly	
Exercise	<ul style="list-style-type: none"> ❖ Conduct close follow up and guidance ❖ Provide tutorial support if necessary ❖ provide special attention in the process 	<ul style="list-style-type: none"> ❖ Conduct close follow up and guidance ❖ Provide tutorial support if necessary ❖ provide special attention in the process/practical training ❖ Introduce new and relevant vocabularies 	<ul style="list-style-type: none"> ❖ Conduct close follow up and guidance ❖ Provide tutorial support if necessary ❖ provide special attention in the process/ practical training 	<ul style="list-style-type: none"> ❖ Assign peer trainees ❖ Use additional nominal hours if necessary
Individual assignment	<ul style="list-style-type: none"> ❖ prepare the assignment questions in large text ❖ Encourage the trainees to prepare and submit the assignment in large texts ❖ Make available recorded assignment questions ❖ Facilitate the trainees to prepare and submit the assignment in soft or hard copy 	<ul style="list-style-type: none"> ❖ Use sign language interpreter ❖ Provide briefing /orientation on the assignment ❖ Provide visual recorded material 	<ul style="list-style-type: none"> ❖ Provide briefing /orientation on the assignment ❖ Provide visual recorded material 	

Assessment Methods:				
Interview		<ul style="list-style-type: none"> ❖ Use sign language interpreter ❖ Ensure or confirm whether the proper communication was conducted with the trainee through the service of the sign language interpreter ❖ Use short and clear questioning ❖ Time extension 	<ul style="list-style-type: none"> ❖ Speak loudly ❖ Using sign language interpreter if necessary 	<ul style="list-style-type: none"> ❖ Use written response as an option for the trainees having speech challenges
Written test	<ul style="list-style-type: none"> ❖ Prepare the exam in large texts ❖ Use interview as an option if necessary ❖ Prepare the exam in audio format ❖ Assign human reader (if necessary) ❖ Time extension 	<ul style="list-style-type: none"> ❖ Prepare the exam using short sentences, multiple choices, True or False, matching and short answers ❖ Avoid essay writing ❖ Time extension 	<ul style="list-style-type: none"> ❖ Prepare the exam using short sentences, multiple choices, true or false, matching and short answers if necessary. 	<ul style="list-style-type: none"> ❖ Use oral response as an option to give answer for trainees having severe upper limb impairment ❖ Time extension for trainees having severe upper limb impairment
Demonstration/ Observation	<ul style="list-style-type: none"> ❖ Brief the instruction or provide them in large text ❖ Time extension 	<ul style="list-style-type: none"> ❖ Use sign language interpreter ❖ Brief on the instruction of the exam ❖ Provide activity-based/ practical assessment method ❖ Time extension 	<ul style="list-style-type: none"> ❖ Provide activity based assessment ❖ Brief on the instruction of the exam ❖ Use loud voice ❖ Time extension 	<ul style="list-style-type: none"> ❖ Provide activity based assessment ❖ Conduct close follow up ❖ Time extension

2. Learning Module Design

Module Code and Title	CST HDB3 M01 0622 MUDA
Nominal Duration:	60 Hours
<p>Module Description: This module covers the competence required a worker to Prevent and eliminate MUDA/wastes in his/her work place by apply scientific problem-solving techniques and tools to enhance quality, productivity and other kaizen elements on continual basis. It covers responsibility for the day-to-day operation of the work and ensures Kaizen elements are continuously improved and institutionalized.</p>	
<p>Training Outcomes</p> <p>At the end of the module the trainee will be able to attain the following training objectives:</p> <ul style="list-style-type: none"> • Identification of requirements • Identification of MUDA • Causes of problem. • MUDA elimination • MUDA prevention 	
<p>Module Contents:</p> <p>Unit one: Identification of requirements</p> <ol style="list-style-type: none"> 1.1. Work instructions 1.2. Job specifications 1.3. OHS 1.4. Selecting of materials 1.5. Safety tools and equipment <p>Unit two: Identification of MUDA</p> <ol style="list-style-type: none"> 2.1. Planning 2.2. Causes and effects of MUDA 2.3. Tools and techniques 2.4. Kaizen Board 2.5. Procedures 2.6. Reporting <p>Unit three: Causes of problem</p>	

- 3.1. List causes
- 3.2. M1E
- 3.3. Idea generation
- 3.4. Solutions test and evaluation
- 3.5. Action plan

Unit four: MUDA elimination

- 4.1.Planning
- 4.2.Action plan
- 4.3.Principles for improvement
- 4.4.Tools and techniques
- 4.5.Tangible and intangible results
- 4.6.Types of diagrams
- 4.7.Improvements reporting

Unit five: MUDA prevention

- 5.1.Planning
- 5.2.Standardizing
- 5.3.Methods of prevention
- 5.4.Standard Operate Procedures (SOPs)
- 5.5.Problem selection

Assessment Method

- Written test
- Oral questioning
- Practical demonstration
- Presentation
- Project work
- Observation in prepared checklist
- Direct observed practice

Assessment Criteria:

During the assessment the evidence must show that the trainee.....

Unit one: Identify requirements

- Use work instructions
- Read and interpret job specifications
- Observe OHS

- Select materials
- Identify and check safety tools and equipment

Unit two: Identify MUDA

- Prepare and implement plan
- Discuss causes and effects of MUDA
- Use tools and techniques
- Identify Kaizen elements
- Identify and measure procedures
- Report wastes

Unit three: Causes of problem.

- List causes
- Analyze 4M1E
- List idea generation
- Suggest solutions test and evaluation
- Prepare action plan

Unit four: MUDA elimination

- Prepare and implement planning
- Implement action plan
- Adopt principles for improvement
- Use tools and techniques
- Identify tangible and intangible results
- Compare types of diagrams
- Report improvements

Unit five: MUDA prevention

- Prepare and implement plan
- Discuss and prepare standard
- Understand methods of prevention
- Ensure Standard Operate Procedures (SOPs)
- Select problem

Module Code and Title	CST HDB3 M02 0622 Responding to Technical problem
Nominal Duration:	30Hours
Module Description: This module covers conduct client analysis, respond to conflicts, client complaints, apply knowledge of hair, skin and cosmetology.	
Training Outcomes	
At the end of the module the trainee will be able to attain the following training objectives:	
<ul style="list-style-type: none"> • Understand Technical Problem • Solve client conflicts and complain • Understand hair and skin cosmetology 	
Module Contents:	
Unit one: conduct client analysis	
1.1 Introduction to communication	
1.2 Client history	
1.3 Hair dressing service	
1.4 Home care tools and products	
Unit two: Respond client complaints	
2.1 Types of complainants	
2.2 Method to solve problem	
2.3 Positive and cooperative manner	
2.4 Propose ,solution and agreement	
Unit three: Hair, skin and cosmetology	
3.1 Main structure, function and role of skin	
3.2 Physical effect of scalp and hair	
3.3 Main function and role of hair	
3.4 Hair color and chemical reformation	
3.5 Concept of cosmetics	
3.6 Appropriate hair and skin product	
3.7 Post care advice	

Learning Methods:

- Lecture
- Group discussion
- Demonstration
- Role play

Assessment Methods:

- Written test
- Oral question
- Practical demonstration
- Presentation
- Observation in prepared checklist
- Direct observed practice

Assessment Criteria:

Unit one: Conduct client analysis

- ❖ Describe way of communication
- ❖ Analysis Client history
- ❖ Apply hair dressing service
- ❖ Perform Home care tools and products

Unit two: Respond client complaints

- ❖ Identify complain
- ❖ Analyze the problem and solve
- ❖ Show Positive and cooperative manner
- ❖ Perform solution and Agreement

Unit three: Hair, skin and cosmetology

- ❖ Explain main structure, function and role of skin
- ❖ Understand effect of scalp and hair treatment
- ❖ Define the main function and role of hair
- ❖ Apply hair color and chemical reformation
- ❖ Know the concept of cosmetics
- ❖ select hair and skin product
- ❖ Apply post care advice

Module Code and Title	CSTHDB3 M03 0622	Hair Cut Techniques
Nominal Duration:	60 Hours	
<p>This module cover prepare client and work station, draw outline shape, create haircut plans, apply hair cut techniques, select and apply finish techniques.</p>		
<p>Training Outcomes</p> <p>At the end of the module the trainee will be able to attain the following training objectives:</p> <ul style="list-style-type: none"> ❖ Understand Client and work station ❖ Design Outline shape ❖ Plan Haircut ❖ Apply hair cut techniques ❖ Apply finish techniques 		
<p>Module Contents:</p> <p>Unit one: Client and work station</p> <ol style="list-style-type: none"> 1.1 Materials, tools and equipment 1.2 Hair cut service 1.3 Salon procedures 1.4 Waste disposal <p>Unit two: Outline shape</p> <ol style="list-style-type: none"> 2.1. Protective equipment 2.2. Hair growth pattern and customer needs 2.3. Structural component and hair cut design 2.4. Professional Communication <p>Unit three: Haircut plans</p> <ol style="list-style-type: none"> 3.1 Hair cut structure and section 3.2 Degree of lift and distribution of hair 3.3 Calculate exterior and interior length 3.4 Produce simple line drawing and transfer design idea <p>Unit four: Hair cut techniques</p> <ol style="list-style-type: none"> 4.1. Design and guide lines 4.2. Position of head and neck 4.3. Wet and dry hair cut 4.4. Cleanse section 4.5. Finish Design , tools and techniques 4.6. Waste disposal and salon procedures of OHS 		

Learning Methods:
<ul style="list-style-type: none"> • Lecture • Group discussion • Demonstration
Assessment Methods:
<ul style="list-style-type: none"> • Written test • Oral questioning • Practical demonstration • Presentation • Observation in prepared checklist • Direct observed practice

Assessment Criteria:

Unit one: Client and work station

- Prepare materials, tools and equipment
- Perform Hair cutting service
- Apply Salon procedures
- Eliminate Waste

Unit two: Outline shape

- Use Protective equipment
- Identify Hair growth pattern and customer needs
- Apply Structural component and hair cut design
- Follow communicate in professional way

Unit three: Haircut plans

- Check Hair cut structure and section
- Identify Degree of lift and distribution of hair
- Calculate exterior and interior length
- Produce simple line drawing and transfer design idea

Unit four: Hair cut techniques

- Prepare design and guide lines
- Identify Position of head and neck
- Perform wet and dry hair cut
- Check section throughout out
- Select finish tools and techniques
- Perform waste dispose and salon procedures of OHS

Module Code and Title	<u>CST HDB3 04 0622</u>	Men's hair cut
Nominal Duration:	50 Hours	
MODULE DESCRIPTION: This module covers the competence required to client characteristics and requirements, apply cut techniques, outline haircuts, select and apply finishing techniques, prepare client and apply for a face or head shave, perform an outline shave, and finalize service.		
LEARNING OUTCOMES :		
At the end of the module the trainee will be able to attain the following training objectives:		
<ul style="list-style-type: none"> • Understand client characteristics • Apply Cut techniques • Perform Outline haircuts • Apply Finish techniques • Determine face or head shave. • Perform an outline shave. 		
Module Contents:		
Unit one: Analyze Client		
1.1 Definition and purpose hair cut designs		
1.2.Hair type, texture, growth		
1.3.Facial features and bone structure		
1.4. Men's traditional and classic haircuts		
Unit two: Cutting techniques		
2.1 Tools and hair cut techniques		
2.2 Angle and internal guide line		
2.3 Wet or dry hair		
2.4 Haircut structures		
2.5 Client Comfort, safety and hygiene		
Unit three: Outline haircut		
3.1 Definition and types of Clippers or scissors		
3.2 Scissor and clipper -over-comb techniques		
3.3 Neckline, stretch skin and shave		
3.4 Finish techniques		
3.5 Dispose Waste		

Unit Four :Face and head shave

- 4.1. Face and head shave
- 4.2. Contraindications to shave
- 4.3. Tools and equipment
- 4.4. Over-comb techniques
- 4.5. Shave products
- 4.6. Comfort, safety and hygiene

Unit five :Outline shave

- 5.1 Wet lather of shaving cream
- 5.2 Razor
- 5.3 Shave strokes
- 5.4 Blood spots
- 5.5 Beard design

Learning Methods:

- Lecture
- Group discussion
- Demonstration

Assessment Methods:

- Written test
- Oral questioning
- Practical demonstration
- Presentation
- Observation in prepared checklist
- Direct observed practice

Assessment Criteria:

Unit One: Characteristics and requirements.

- ❖ Perform hair cut designs
- ❖ Identify hair type, texture, growth
- ❖ Examine Facial features and bone structure
- ❖ Perform men's haircuts

Unit two: Cut techniques

- ❖ Define hair cut techniques
- ❖ Establish Angle and internal guide line
- ❖ Maintain Wet or dry hair
- ❖ Perform clean sections
- ❖ Observe hair cut structures
- ❖ Confirm client comfort, safety and hygiene

Unit three : Outline haircut

- ❖ Identify clippers or scissors
- ❖ Identify outline
- ❖ Apply neckline, stretch skin and shave
- ❖ Apply Finish techniques
- ❖ Check dispose Waste

Unit four :Face and head shave

- ❖ Examine Client characteristics
- ❖ Identify Contraindications to shave
- ❖ Select Tools and equipment
- ❖ Apply Over-comb techniques
- ❖ Identify shave products
- ❖ Examine comfort, safety and hygiene

Unit five : Outline shave

- ❖ Apply Wet lather of shaving cream
- ❖ Apply Razor
- ❖ Check strokes
- ❖ Observe blood spots
- ❖ Check Beard design

Module Code and Title	CST HDB3 M05 0622	Color and Lighten Hair
Nominal Duration:	70 Hours	
<p>Module Description: This module cover consult with client, prepare client for service, select and use color and high lift tint product, review the service and provide home care advice.</p>		
<p>Training Outcomes</p> <p>At the end of the module the trainee will be able to attain the following training objectives:</p> <ul style="list-style-type: none"> ❖ Consult and prepare client ❖ Use colour and high lift tint product ❖ Post service and home care advice 		
<p>Module Contents:</p> <p>Unit one: Consult client</p> <ul style="list-style-type: none"> 1.1 Client history 1.2 Contraindication 1.3 Hair and scalp condition 1.4 Agreement with client <p>Unit two: Client service</p> <ul style="list-style-type: none"> 2.1 Protective equipment 2.2 Strand and skin tests 2.3 Materials for protection safety <p>Unit three: Color and high lift tint products</p> <ul style="list-style-type: none"> 3.1 Color products 3.2 Method of product application 3.3 Highlight techniques 3.4 Process of color product 3.5 Protective materials 3.5 Heat acceleration 3.6 Residual product and waste product <p>Unit four: Home care and advice</p> <ul style="list-style-type: none"> 4.1 Client satisfaction and conformation 4.2 Post care application of shampoo and conditioner 		
<p>Learning Methods:</p>		

- Lecture
- Group discussion
- Demonstration

Assessment Methods:

- Written test
- Oral questioning
- Practical demonstration
- Presentation
- Observation in prepared checklist
- Direct observed practice

Assessment Criteria:

Unit one: Consult client

- ❖ Analyze Client history
- ❖ Identify Contraindications
- ❖ Check Hair and scalp condition
- ❖ Conformation with client

Unit two: Client service

- ❖ Use Protective equipment
- ❖ Apply Strand and skin tests
- ❖ Identify Materials for protection safety

Unit three: Color and high lift tint products

- ❖ Apply color products
- ❖ Identify method of product application
- ❖ Use highlight techniques
- ❖ Perform process of color product
- ❖ Select protective materials
- ❖ Apply heat acceleration
- ❖ Dispose residual product and waste product safely

Unit four: Home care and advice

- ❖ Identify client satisfaction and conformation
- ❖ Apply post care application of shampoo and conditioner

Module Code and Title	CST HDB3 M06 0622 Texture	Chemical
Nominal Duration:	70 Hours	
This module cover assess hair and consult, select and apply reform products and equipment, rinse and neutralize hair, review the service and provide home care advice.		
<p>Training Outcomes</p> <p>At the end of the module the trainee will be able to attain the following training objectives:</p> <ul style="list-style-type: none"> ❖ Asses hair and consult ❖ Understand product and equipment ❖ Rinse and neutralize hair ❖ Carryout service and home car advice 		
<p>Module Contents:</p> <p>Unit one: Consult client</p> <ul style="list-style-type: none"> 1.1 Hair type and condition 1.2 Design and degree of relaxation 1.3 Client history 1.4 Contra indication to chemical straight <p>Unit two: Reform products and equipment</p> <ul style="list-style-type: none"> 2.1 Personal precautions 2.2 Chemical straighten and relax 2.3 Product instruction and salon procedure 2.4 Product instruction safety, data and salon procedures 2.5 Paste disposal throughout the service <p>Unit three: Rinse and neutralize hair</p> <ul style="list-style-type: none"> 3.1 Rinse 3.2 Neutral chemical products 3.3 Product instruction <p>Unit four: Service and home care advice</p> <ul style="list-style-type: none"> 4.1 Expectation and client satisfaction 4.2 Home hair care products 4.3 Client history 		
Learning Methods:		
<ul style="list-style-type: none"> • Lecture • Group discussion • Demonstration 		

Assessment Methods:

- Written test
- Oral questioning
- Practical demonstration
- Presentation
- Observation in prepared checklist
- Direct observed practice

Assessment Criteria:

Unit one: consult with client

- ❖ Identify Hair type and condition
- ❖ Apply Design and degree of relaxation
- ❖ Know Client history
- ❖ Analyze Contraindication to chemical straight

Unit two: Reform products and equipment

- ❖ Understand Personal precautions
- ❖ Perform chemical straighten and relax
- ❖ Apply product instruction and salon procedure
- ❖ Follow product instruction safety, data and salon procedures
- ❖ Control waste disposal throughout the service

Unit three: Rinse and neutralize

- ❖ Perform Rinse thoroughly tepid water
- ❖ Use chemical products
- ❖ Follow process product instruction

Unit four: Service and home care advice

- ❖ Confirm expectation and client satisfaction
- ❖ Apply home hair care products
- ❖ Follow client history

Module Code and Title	CSTHDB3 M07 0622 Unwanted Hair
Nominal Duration:	30 Hours
Module Description	
This module cover prepare client and workstation perform tweeze, shave, body wax, and post service activity.	
Training Outcomes	
At the end of the module the trainee will be able to attain the following training objectives:	
<ul style="list-style-type: none"> ❖ Identify work station ❖ Prepare tweeze, shave and , wax ❖ Post service activity 	
Module Contents:	
Unit one: Introduction to Work station	
1.1 Tools and materials	
1.2 Cleans products	
1.3 Protective cloth	
1.4 Parts of body for unwanted hair	
Unit two: Tweezers	
2.1 Definition of Tweezers	
2.2 Product, tools and equipment	
2.3 Semi recline position	
2.4 Method tweeze	
Unit three: Shave	
3.5 Definition of shave	
3.6 Damp cotton and -wool pad	
3.2 Waste disposal	
3.3 Work standard	
Unit four: Wax	
4.1 Definition of Wax	
4.2 Contraindications to wax	
4.2 Post advice	
Unit five: Post service	
5.1 Tools, implements and equipment	
5.2 Waste	
5.3 Work area	

Learning Methods:

- Lecture
- Group discussion
- Demonstration

Assessment Methods:

- Written test
- Oral questioning
- Practical demonstration
- Presentation
- Observation in prepared checklist
- Direct observed practice

Assessment Criteria:

Unit one: Introduction to work station

- ❖ Identify Tools and materials
- ❖ Prepare Cleans products
- ❖ Apply Protective cloth
- ❖ Identify body Part of unwanted hair

Unit two: Tweezers

- ❖ Define tweezers
- ❖ Apply Product, tools and equipment
- ❖ Prepare Semi recline position
- ❖ Identify Method of tweeze

Unit three: Shave

- ❖ Define Shave
- ❖ Apply damp cotton and wool pad
- ❖ Prepare Waste dispose
- ❖ Apply Work standards.

Unit four: Wax

- ❖ Define Wax
- ❖ Apply Contraindications to wax
- ❖ Provide Advice

Unit five: Post service

- ❖ Apply Tools, implements and equipment
- ❖ Prepare Waste disposal
- ❖ check Work area

Module Code and Title	CSTHDB3 M08 0622 Acrylic Nail
Nominal Duration:	50 Hours
Module Description	
This module covers the performance prepare for an acrylic nail enhancement service, remove artificial nails, apply or refill artificial nails, review treatment and provide post-treatment advice	
Training Outcomes	
At the end of the module the trainee will be able to attain the following training objectives:	
<ul style="list-style-type: none"> ➤ Understand acrylic nail ➤ Remove artificial nails ➤ Carry out refill artificial nails ➤ Review Nail treatment 	
Module Contents:	
Unit one: Acrylic nail	
1.1 Definition of Acrylic nail	
1.2 Treatment plan	
1.3 Styles	
1.4 Nail conditions	
1.5 Contraindications	
1.6 Type of nail shape	
1.7 Acrylic nail products	
1.8 Tools and protective equipment	
Unit two: Artificial nail	
2.1 Products and equipment	
2.2 Treatment Plan	
2.3 Calculate product quantities sand time	
2.4 Post removal care	
2.5 Types of artificial nail	
2.6 Safety procedure	
Unit three: Refill artificial nail	
3.1 Personal protective equipment	
3.2 Waste treatment	
3.3 Method of Acrylic nail	

<p>Unit four : Pre and post treatment</p> <p>4.1 Feedback</p> <p>4.2 Product recommendations</p> <p>4.3 Rebook</p>
<p>Learning Methods:</p> <ul style="list-style-type: none"> • Lecture • Group discussion • Demonstration
<p>Assessment Methods:</p> <ul style="list-style-type: none"> • Written test • Oral questioning • Practical demonstration • Direct observed practice
<p>Assessment Criteria:</p> <p>Unit one: Acrylic nail</p> <ul style="list-style-type: none"> ➤ Identify Acrylic nail ➤ Prepare Treatment plan ➤ Identify acrylic nail styles ➤ Observe Nail conditions ➤ Determine Contraindications ➤ List types of nail shape ➤ Perform acrylic nail product <p>Unit two: Remove artificial nails</p> <ul style="list-style-type: none"> ➤ Determine Products and equipment ➤ Check Treatment Plan ➤ Observe Post removal care ➤ Identify Types of artificial nail ➤ Apply Safety procedure <p>Unit 3: Refill artificial nails</p> <ul style="list-style-type: none"> ➤ Use Personal protective equipment ➤ Apply Waste treatment. ➤ Mention Method of Acrylic nail

Unit four : Pre and post treatment

- Check Feedback
- Apply Product recommendations
- Observe Rebook

Module Code and Title	CST HDB3 M09 0622 Facial treatment
Nominal Duration:	50 Hours
Module Description: This module covers function of identify the client's skin type and apply appropriate personal skin care products in a retail environment. It includes skin cleansing, product application and demonstration.	
<p>Training Outcomes</p> <p>At the end of the module the trainee will be able to attain the following training objectives:</p> <ul style="list-style-type: none"> ❖ Determine Skin type ❖ Understand Skin care products ❖ Know retail cosmetic sales. 	
<p>Module Contents:</p> <p>Unit one: Skin clean</p> <p>1.1 Material ,tools and equipment</p> <p>1.2 Contraindications</p> <p>1.3 Skin type</p> <p style="padding-left: 40px;">1.3.1 Normal</p> <p style="padding-left: 40px;">1.3.2Dry</p> <p style="padding-left: 40px;">1.3.3Oily</p> <p style="padding-left: 40px;">1.3.4Combination</p> <p style="padding-left: 40px;">1.3.5Minor skin blemishes</p> <p>1.4Skin condition</p> <p style="padding-left: 40px;">1.4.1 Sensitive</p> <p style="padding-left: 40px;">1.4.2 Dehydrated</p> <p style="padding-left: 40px;">1.4.3 Damaged</p> <p style="padding-left: 40px;">1.4.3 Mature</p> <p style="padding-left: 40px;">1.4.4 Acne.</p> <p>Unit two: Cleanse face</p> <p>2.1 Cleanse product</p> <p>2.2 Work place safety</p> <p>2.3 Make-up removal</p> <p>Unit three: Skin care products</p> <p>3.1 Type of skin</p> <p>3.2 Work place safety</p> <p>3.3 Product reaction</p>	

Unit four: Advice on product use

4.1 home-care product

4.2 Product application

Learning Methods:

- Lecture
- Group discussion
- Demonstration

Assessment Methods:

- Written test
- Oral questioning
- Practical demonstration
- Presentation
- Observation in prepared checklist
- Direct observed practice

Assessment Criteria:

Unit one: client for skin clean

- ❖ Identify tools and equipment
- ❖ Check Contraindications
- ❖ Identify skin type
- ❖ Analyze skin condition

Unit two: Clean face

- ❖ Use Clean product
- ❖ Perform Work place policies
- ❖ Apply make-ups product

Unit three: Skin care products

- ❖ Identify skin type
- ❖ Follow Work place policies
- ❖ Analyze Product reaction

Unit four: Advice on product use

- ❖ Apply home-care product
- ❖ Check Product application

Module Code and Title	CST HDB3 M10 0622	Camouflage Make-up
Nominal Duration:	50 Hours	
Module Description		
This module covers prepare client, analyse camouflage area, Select and apply remedial camouflage advise on further product use		
Training Outcomes		
At the end of the module the trainee will be able to attain the following training objectives:		
<ul style="list-style-type: none"> ❖ Understand Camouflage make- up ❖ Purpose of camouflage make-up product 		
Module Contents:		
Unit one: Camouflage make- up		
<ul style="list-style-type: none"> 1.1 Definition of camouflage make up. 2.1 Make-up product 		
Unit two: Camouflage area		
<ul style="list-style-type: none"> 2.1 Characteristics facial or body 2.2 Contraindication 2.3 Skin type, tone and condition 2.5 Camouflage Make-up plan 		
Unit three: Remedial camouflage		
<ul style="list-style-type: none"> 3.1 Products, tools and equipment 3.2 Pre-determine plan 3.3 Source of referral 		
Unit four: Type of Product		
<ul style="list-style-type: none"> 4.1 Home-care product 4.2 Product application 		
Learning Methods:		
<ul style="list-style-type: none"> • Lecture • Group discussion • Demonstration 		
Assessment Methods:		

- Written test
- Oral questioning
- Practical demonstration
- Presentation
- Observation in prepared checklist
- Direct observed practice

Assessment Criteria:

Unit one: Prepare client

- Define o camouflage make up.
- Identify Make-up product

Unit two: Remedial camouflage make-up

- Identify Characteristics of facial or body
- Check Contraindication
- Check Skin type, tone and condition
- Perform Camouflage Make-up plan

Unit three: Remedial camouflage

- Products, tools and equipment
- Pre-determine plan
- Source of referral

Unit four: :Product

- Apply home-care product
- Check Product application

Module Code and Title	CST HDB3 M11 0622	Bridal hair Styles
Nominal Duration:	50 Hours	
Module Description		
This module cover analyse client characteristics, consult with client and confirm a finished look, prepare hair, apply relevant techniques to create a finished design.		
Training Outcomes		
At the end of the module the trainee will be able to attain the following training objectives:		
<ul style="list-style-type: none"> ❖ Understand Client characteristics ❖ Carry out Consult ❖ Perform hair ❖ Estimate Finish design 		
Module Contents:		
Unit one: Client characteristic		
<ul style="list-style-type: none"> 1.1 Definition of Natural hair type, texture, growth patterns, length 1.2 Facial and bone structure 		
Unit two: Consult client		
<ul style="list-style-type: none"> 2.1 Elements and principles of design 2.2 Long hair designs 		
Unit three: Hair style		
<ul style="list-style-type: none"> ❖ Styling products ❖ Preparation methods 		
Unit four: Techniques of design		
<ul style="list-style-type: none"> ❖ Finish techniques ❖ Salon procedures ❖ Home hair care products 		
Learning Methods:		
<ul style="list-style-type: none"> • Lecture • Group discussion • Demonstration 		
Assessment Methods:		

- Written test
- Oral questioning
- Practical demonstration
- Presentation
- Observation in prepared checklist
- Direct observed practice

Assessment Criteria:

Unit one: Client characteristic

- ❖ Identify of Natural hair type, texture, growth patterns, length
- ❖ Check Facial and bone structure

Unit two: Consult

- ❖ Apply Elements and principles of design
- ❖ Perform Long hair designs

Unit three: Hair

- ❖ Offer Style products
- ❖ Identify Preparation methods

Unit four: Techniques of design

- ❖ Apply Finish techniques
- ❖ Check Salon procedures
- ❖ Follow Home hair care product

3. Resource Requirement

Item No.	Category/Item	Description/ Specifications	Quantity	Recommended Ratio (Item: Trainee)
A. Learning Materials				
1.	TTLM	TTLM prepared by the trainer	25 Pcs	1:1
2.	Reference Books	(Hair dressing :a professional levels 1&2 by DaviedBendell,2000	5 Pcs	1:5
3.1	Hairdressing Manuals	Prepared by different authors	5 Pcs	1:5
3.2	Journals/Publication/ Magazines	Prepared by different authors		1:1
B. Learning Facilities & Infrastructure				
1.	Accessible Lecture/ Training Room	Standard/16m.16m	1	1.25
2.	Accessible Library	Standard	1	1.25
3	Doll(Maniquen)	Standard	25	1:1
4.	Accessible Beauty Salon		1	1.25
C. Consumable Materials				
1	Record books/Writing pads	Sinner line	25 Pcs	1:1
2	Grips (Clip)			
3	Lip stick		1	1:25
4	USB Flash	32 GB	2 Pcs	1:25
5	Hard Papers	A0	1 Packet	1:25
6	Markers for paper	Jumbo	4 Packet	1:25`
7	White Board Markers	White Board Marker	4 Packet	1:25
8	Flip Chart	A0	4 Packet	1:25
9	Shampoo	For all type and neutralized		1:5
10	Conditioner	For all type and neutralized		

11	Hair color			
12	Alcohol			
13	Nail polish			
14	Artificial hair			
15	Gel			
16	Wax			
17	Gowon			
18	Apron			
19	Wax warmer			
20	Wipes			
21	Wax paper			
22	Acrylic machine set			
23	Shine sphy			
24	Lotion			
25	Cotton			
26	Massage oil			
27	Makeup kit			
28	Wig Application			
29	Glove			
30	Olive oil			
31	Aluminum Foil			
32	Color cap			
33	Hair Color	Different type		
D.	Tools and Equipment			
1.	Styling Chair (Women)	H=40cm. W=30cm Made	25	25
2.	Men chair	Standard		
3.	Pupils			
4.	Mirror	Large size		
5.	Electric iron	Standard		
6.	LCD Projector	Standard	1PCS	1:25

7.	Table	Made of wood	25	1:5
8.	Facial steamer			
9.	Sterilizers			
10.	Stove			
11.	Divider	Power king		
12.	Hair steamer			
13.	Massage bed			
14.	Foot massager			
15.	Color dryer			
16.	Tondos			
17.	Shaver			
18.	Men brush			
19.	Scissors	Stainless steel(Different type)		
20.	Pin			
21.	Thermal iron			
22.	Comb	Different type		

4. Developers profile

No	Name	Qualification (Level)	Field of Study	Organization/ Institution	Mobile number	E-mail
1	MESERET GIRMA	B	Hair dressing	Arsi Robe TVET College	0912229128/ 0967263686	mesegermi@mail.com
2	ZARIHUN BEKELE	B	Hotel Mgt	HAWASA T/ED TVET College	0921503453	zerihunbekele 2010@gmail.com
3	HAIMANOT ZEGEYE	B	Hotel Mgt	HAWASA T/ED TVET College	0915849776	
4	MISRAK KASA	B	Hotel Mgt	ENTOT PQ/TVET COLLEGE	0912157648	
5	BETELEHEM GIRMA	B	Hotel Mgt	MISRAK PQ/TVET COLLEGE	0922871982	betelhmgerma 12@gmail .com
6	EMEBET MOKONNEN	C	Hair dressing	BAHIRDAR PQ/TVET COLLEGE	0918160354	
7	MESERET BERTA	B	Tourism Mgt	A/K/TVET COLLAGE	0922957525	Mesibest@gmail.com

