

I. COURSE DESCRIPTION:

This course is designed to provide the student with the necessary theory and skills related to maintaining healthy scalp and hair. The student will gain a basic knowledge of hair and disorders. Focus will be placed on understanding problems of the scalp and hair and the application and procedures designed to treat these conditions.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. ***Demonstrate an understanding of the theory of hair and its disorders. Identify the composition, structures, functions, disorders, and diseases related to hair, in order to perform services safely and effectively on clients.***

Potential Elements of the Performance:

- Define hair
- Describe the composition of hair
- Explain the purpose of hair
- Define the divisions of hair
- Describe how hair grows
- Understand the types of hair growth on the body
- Describe the basic histology of hair and the connecting structures
- Understand the coloring matter in hair
- Recognize the scalp and hair disorders commonly seen in the salon and school and know which can be treated there

2. ***Identify the basic structure and functions of the human body to the extent that these functions form the scientific basis for proper applications and procedures in hairstyling services.***

Potential Elements of the Performance:

- Define the terms "physiology" and "anatomy"
- Describe cells and tissues
- List the systems of the body that affect school and salon services
- Describe the major bones of the head

3. ***Demonstrate that the comfort and protection of the client must always be the focus during a hairstyling service. Follow procedures for protecting the skin and clothing during the provision of hairstyling services.***

Potential Elements of the Performance:

- List the methods of draping
 - Identify the steps required when preparing a client for service
 - Demonstrate the draping procedure for wet services
 - Demonstrate the draping procedure for dry services
 - Demonstrate the draping procedure for chemical services
4. ***Demonstrate proficiency in brushing the hair and scalp prior to a scalp treatment following the proper sectioning and brushing procedures.***

Potential Elements of the Performance:

- Differentiate between natural bristle and synthetic bristle brushes
 - Identify when professional brushing is omitted
 - Demonstrate the sectioning procedure
 - Demonstrate the brushing procedure
 - Describe the purposes of professional brushing
 - Describe the benefits of professional brushing
5. ***Perform the required procedures in conducting a scalp treatment. Consult with client during the process.***

• Potential Elements of the Performance:

- Demonstrate a working knowledge of client consultation as it relates to hair and scalp therapy.
- Identify scalp disorders or problems
- Demonstrate a working knowledge of products available
- Demonstrate a working knowledge of hair and scalp analysis
- Demonstrate a working knowledge for appropriate selection of chemicals, products and tools required
- Apply selected chemicals according to procedural specifications
- Demonstrate a working knowledge of scalp manipulations
- Demonstrate massage procedure with even pressure and motion
- Demonstrate safety and sanitary measures during service
- Identify the characteristic outcomes that would illustrate the effectiveness of the treatment

6. ***Provide a thorough and relaxing shampoo as a prelude to forming a solid client relationship and preparing the hair for the service to be provided.***

Potential Elements of the Performance:

- Explain the elements of effective consultation
- Analyze client's scalp and hair by visual examination, feeling and touching
- Identify and demonstrate various types of shampoos, conditioners, and their PH levels and cost
- Demonstrate a working knowledge of applying cleansing products to the scalp and hair according to manufacturer's instruction
- Demonstrate a working knowledge for the effective manipulation of the cleansing service
- Demonstrate a working knowledge of proper techniques for rinsing scalp and hair
- Perform procedure using water temperature and pressure appropriate and comfortable for client
- Identify and understand differences between hard and soft water and its effects on cleansing services
- Demonstrate all safety and sanitary precautions to ensure client comfort and protection
- Demonstrate a working knowledge for the application of conditioner and finishing the hair
- Demonstrate the procedure for towel blotting and detangling the hair ensuring client comfort and protection

III. TOPICS:

1. Hair and Disorders
2. Chemistry
3. Anatomy
4. Draping
5. Professional Brushing
6. Scalp Treatments
7. Shampoo and Conditioner

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

- Milady's Standard Textbook of Cosmetology
- Milady's Standard Theory Workbook
- Milady's Standard Practical Workbook
- Prentice-Hall Textbook of Cosmetology

- Hairstyling Kit
- Hairstyling Uniform

- Large binder; dividers, paper, pens, pencils

V. EVALUATION PROCESS/GRADING SYSTEM:

- 35% - test/quizzes
- 15% - projects
- 30% - practical testing
- 20% - final in-school practical test

The following semester grades will be assigned to students:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	2.00
C	60 - 69%	1.00
D	50 – 59%	0.00
F (Fail)	49% and below	
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	

VI. SPECIAL NOTES:

Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Special Needs office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Communication:

The College considers **WebCT/LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool.

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. Students who engage in academic dishonesty will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

VII. PRIOR LEARNING ASSESSMENT:

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question.