

* W_I : relative weighting of indicators; W_C : relative weighting of criteria

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 011 – THE TRADE AND THE TRAINING PROCESS (Module 1)					Duration: 15 hours	
Statement of the competency: <i>Determine their suitability for the trade and the training process</i>						
COMPETENCY		LEARNING		EVALUATION		
Learning Focuses		Guidelines	Activities (References)	Participation Indicators and Criteria	W _I	W _C
1.5	Learn about the requirements of the trade.	Skills Aptitudes Attitudes Knowledge Repercussions of the trade on their personal and social lives				
1.6	Learn about the conditions needed to start up a business.	Documentation on starting up a business (market study, management, administration, etc.) Self-employment in a hairdressing salon (renting a space, products, etc.)		Adopt a realistic view of entrepreneurial possibilities in hairdressing.		
1.7	Present information on the trade.	Questionnaire on their views on the trade Comparison of their views with the realities of the trade (guest hairdresser)		2 Express their views on the trade. 2.1 Give at least two examples of the advantages and disadvantages of the trade. 2.2 Give at least two examples of the repercussions of the trade on their personal and social lives.	20	10 10
PHASE 2: INFORMATION ON AND PARTICIPATION IN THE TRAINING PROCESS (Block 2)						
Duration: 30%						
2.1	Learn about the training process.	Program of study Links with other modules Training process Certification of studies				

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918 011 – THE TRADE AND THE TRAINING PROCESS (Module 1)					Duration: 15 hours	
Statement of the competency: <i>Determine their suitability for the trade and the training process</i>						
COMPETENCY		LEARNING		EVALUATION		
Learning Focuses		Guidelines	Activities (References)	Participation Indicators and Criteria	W _I	W _C
2.2	Discuss the content of the program in light of the requirements for practising the trade.	Links between the different competencies developed by the program and the requirements of the trade		Participate in group discussions. 3 Establish links between the training program and the tasks of the trade. 3.1 Give at least three examples of how the training program and the trade are related.	10	10
2.3	Take stock of the competencies they must develop in order to reach their career objectives.	General competencies (communication, sales, etc.) Attitudes, aptitudes, skills, etc. Specific competencies (steps in the work process, tasks)		4 Present their career objectives. 4.1 Give at least two examples of the competencies they need in order to reach their career objectives.	10	10
PHASE 3: EVALUATION AND CONFIRMATION OF CAREER CHOICE (Block 3)						
Duration: 40%						
3.1	Observe the organization and operation of a hairdressing salon.	One-day visit to a hairdressing salon		Observe the organization and operation of a hairdressing salon.		
3.2	Assess their career choice.	Summary: - of preferences, aptitudes, interests and personal qualities - requirements for practising the trade - parallels between the points above				

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HAIRDRESSING (5745)

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918 011 – THE TRADE AND THE TRAINING PROCESS (Module 1)					Duration: 15 hours	
Statement of the competency: <i>Determine their suitability for the trade and the training process</i>						
COMPETENCY		LEARNING		EVALUATION		
Learning Focuses		Guidelines	Activities (References)	Participation Indicators and Criteria	W _I	W _C
3.3	Write a report justifying their career choice.	Summary of personal strengths and points to improve in order to practise the trade		5 Write a report.	40	20
		Clear explanation of whether or not they have made the right career choice		5.1 In the report, make at least three comparisons between their preferences, aptitudes and personal qualities and the requirements of the trade.		
				6 Explain why they choose to continue or abandon their training.		20
				6.1 In the report, list the main reasons for continuing their training.		

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HAIRDRESSING (5745)

918 011 – THE TRADE AND THE TRAINING PROCESS (Module 1)

INFORMATION ON THE EVALUATION

Evaluation of the candidates' participation will be based on information gathered at certain times during the learning activities. However, a final evaluation by criterion component should be done only at the end of the corresponding phase in the learning situation.

The evaluation should not focus on the accuracy of the candidates' perceptions and opinions, but rather on whether they have based their perceptions and opinions on arguments or examples.

PHASE 1: INFORMATION ON THE TRADE

1 GATHER INFORMATION ON MOST OF THE TOPICS TO BE COVERED

During this activity, it is important to clearly indicate the type of information that candidates are required to gather and present in a group discussion. Regardless of the medium and conventions used to record the information, the evaluation should not focus on the accuracy, quality or presentation of the information, but rather on the candidates' efforts to compile sufficient pertinent information on the topics to be covered and to organize it so that it can be used during a group discussion.

For criterion components 1.1 and 1.2, candidates should provide a sufficient amount of information, without necessarily painting a complete and rigorously accurate picture of the situation.

2 EXPRESS THEIR VIEWS ON THE TRADE

The examiner should prepare a questionnaire that will help candidates present their knowledge of the trade and compare their views with the realities of the trade.

PHASE 2: INFORMATION ON AND PARTICIPATION IN THE TRAINING PROCESS

3 ESTABLISH LINKS BETWEEN THE TRAINING PROGRAM AND THE TASKS OF THE TRADE

The discussion will focus on the links between certain modules of the training program and the requirements of the trade. Candidates are expected to give examples to support the links they make during this exercise.

The group meeting should be prepared and supervised in such a way that all candidates have the opportunity to express their views.

Candidates are expected to state their opinions on the usefulness, relevance and validity of the program with respect to the requirements of the trade.

4 PRESENT THEIR CAREER OBJECTIVES

Candidates should state their opinions on the general and specific competencies of the trade.

The group meeting should be prepared and supervised in such a way that all candidates have the opportunity to express their views.

PHASE 3: EVALUATION AND CONFIRMATION OF CAREER CHOICE

5 WRITE A REPORT IN WHICH THEY SUM UP THEIR STRENGTHS AND POINTS TO IMPROVE IN ORDER TO MEET THE REQUIREMENTS OF THE TRADE

To explain the reason for their career choice, in their reports, candidates should show a relationship between at least three selected aspects or requirements of the trade and the interests and aptitudes, both personal and professional, that led them to choose the trade of hairdressing.

The evaluation should not focus on how well the report is written. Instead of requiring a written report, the instructor could even prepare a questionnaire and have candidates fill it out (the questionnaire should not, however, take the form of a theory examination). Candidates must have made an effort to include the elements requested. The instructions for preparing the report must clearly define what is meant by preferences, aptitudes and personal qualities.

6 EXPLAIN WHY THEY CHOOSE TO CONTINUE OR ABANDON THEIR TRAINING

In their reports, candidates should clearly express their main reasons for investing time and energy in their training.

PARTICIPATION EVALUATION FORM

HAIRDRESSING	Program code: 5745
1– The Trade and the Training Process	Module code: 918 011
Candidate's name: _____	
School: _____	RESULT:
Permanent code: _____	PASS FAIL
Date of examination: _____	☐ ☐
Examiner's signature: _____	

PARTICIPATION COMPONENTS		RESULT YES NO	
PHASE 1: INFORMATION ON THE TRADE			
1	GATHER INFORMATION ON MOST OF THE TOPICS TO BE COVERED		
1.1	Present pertinent information on at least three of the following topics: - types of businesses - job prospects - remuneration - hiring criteria	☐	☐
1.2	Present pertinent information on at least three requirements of the trade: - aptitudes, attitudes, knowledge - rules of ethics - tasks - working conditions - organization of a hairdressing salon - workers' and employers' rights - psychomotor skills	☐	☐

PARTICIPATION COMPONENTS		RESULT YES NO	
2	EXPRESS THEIR VIEWS ON THE TRADE		
2.1	Give at least two examples of the advantages and disadvantages of the trade	☐	☐
2.2	Give at least two examples of the repercussions of the trade on their personal and social lives	☐	☐
PHASE 2: INFORMATION ON AND PARTICIPATION IN THE TRAINING PROCESS			
3	ESTABLISH LINKS BETWEEN THE TRAINING PROGRAM AND THE TASKS OF THE TRADE		
3.1	Give at least three examples of how the training program and the trade are related	☐	☐
4	PRESENT THEIR CAREER OBJECTIVES		
4.1	Give at least two examples of the competencies they need in order to reach their career objectives	☐	☐
PHASE 3: EVALUATION AND CONFIRMATION OF CAREER CHOICE			
5	WRITE A REPORT IN WHICH THEY SUM UP THEIR STRENGTHS AND POINTS TO IMPROVE IN ORDER TO MEET THE REQUIREMENTS OF THE TRADE		
5.1	In the report, make at least three comparisons between their preferences, aptitudes and personal qualities and the requirements of the trade	☐	☐
6	EXPLAIN WHY THEY CHOOSE TO CONTINUE OR ABANDON THEIR TRAINING		
6.1	In the report, list the main reasons for choosing to continue their training	☐	☐
Pass/fail conditions: 6 YESes out of a possible 8			

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 022 – HEALTH AND SAFETY (Module 2)							Duration: 30 hours			
Statement of the competency: <i>Prevent health and safety incidents</i>										
COMPETENCY		LEARNING			EVALUATION					
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St			
PREVENT HEALTH AND SAFETY INCIDENTS (Block 1)										
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies								
A. APPLY THE RULES OF HYGIENE (Block 2)										Duration: 10%
2	A.1 Apply the rules of personal hygiene.	Hygiene measures specific to hairdressers (cleanliness of hair, hands, clothing, etc.)								
2	A.2 Sterilize materials and the work area.	Sanitation and hygiene standards Maintenance methods for instruments, appliances and equipment Precautions for use Methods for sanitizing materials and the work area		Hygienic workstation Regular cleaning of workstation and instruments						
3	A Apply the rules of hygiene.			1 Rules of hygiene 1.1 Proper application of the rules of personal hygiene 1.2 Proper sanitation of instruments and work area	30	15 15	P P			

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 022 – HEALTH AND SAFETY (Module 2)							Duration: 30 hours					
Statement of the competency: <i>Prevent health and safety incidents</i>												
COMPETENCY			LEARNING			EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St			
B. APPLY GENERAL HEALTH AND SAFETY RULES (Block 3)										Duration: 30%		
2	B.1	Locate safety equipment.	Location of safety equipment									
2	B.2	Recognize possible sources of danger and risk.	Sources of danger relative to equipment, appliances and accessories Sources of danger relative to products (WMHIS, fumes, burns, etc.)			Accurate recognition of possible sources of danger and risks						
2	B.3	Apply general accident prevention measures.	Québec regulations on occupational health and safety			Intelligent application of preventive measures						
2	B.4	Recognize basic first-aid measures.	Emergency situations First-aid measures specific to hairdressing			Application of appropriate first-aid measures						
3	B	Apply general health and safety rules.				2 General health and safety rules 2.1 Prevention in terms of sources of danger and risks	30	30	P			

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 022 – HEALTH AND SAFETY (Module 2)					Duration: 30 hours		
Statement of the competency: <i>Prevent health and safety incidents</i>							
COMPETENCY		LEARNING		EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
C. APPLY THE HEALTH AND SAFETY RULES SPECIFIC TO HAIRDRESSING (Block 4)							
Duration: 35%							
2	C.1 Apply the preventive measures related to the use of appliances and equipment.	Proper working postures (workstation ergonomics) Accident prevention measures to be applied (organization, handling and use of equipment, appliances, accessories and products) Safety measures related to the safe storage of products and materials					
2	C.2 Apply measures for preventing dermatosis.	Dermatosis related to hairdressing Measures for preventing dermatosis		Well-informed decision-making with respect to clients' health and safety			
2	C.3 Apply measures for preventing allergies.	Types of allergies and their characteristics Performance of a skin test Accurate interpretation of the test results					
2	C.4 Seat clients safely.	Positioning and seating of client Attention to client's comfort (being attentive to verbal and nonverbal cues)					

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 022 – HEALTH AND SAFETY (Module 2)							Duration: 30 hours				
Statement of the competency: <i>Prevent health and safety incidents</i>											
COMPETENCY			LEARNING		EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St			
3	C	Apply the health and safety rules specific to hairdressing.			3	Health and safety rules specific to hairdressing	40				
					3.1	Safe seating of clients			10	P	
					3.2	Proper working posture			10	P	
					3.3	Safe storage of products and materials			10	P	
					3.4	Performance of skin tests			10	P	
PREVENT HEALTH AND SAFETY INCIDENTS (Block 5)									Duration: 10%		
2	Recognize the importance of ensuring the client's health, safety and comfort.		Self-evaluation checklist								
2	Recognize the importance of managing stress.		Self-confidence Assurance of the quality of the work								
3	Prevent health and safety incidents.										
PREVENT HEALTH AND SAFETY INCIDENTS (Block 6)									Duration: 15%		
2	Solve health and safety problems arising in unfavourable conditions.		Adaptation to problems of a specific client group (disabled, maladjusted, etc.) Use of new equipment, materials and accessories (special precautions)								

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 022 – HEALTH AND SAFETY (Module 2)						Duration: 30 hours	
Statement of the competency: <i>Prevent health and safety incidents</i>							
COMPETENCY		LEARNING		EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
2	Work with clients with certain types of dermatoses or allergies.	Diagnosis of problem Solutions Observance of health and safety rules					
4	PREVENT HEALTH AND SAFETY INCIDENTS			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			
PREVENT HEALTH AND SAFETY INCIDENTS (Block 7)							
5	PREVENT HEALTH AND SAFETY INCIDENTS	Advanced activities aimed at developing the competency beyond the required standard for entry into the job market (e.g. research on infectious and contagious diseases; different categories of microorganisms)					

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HAIRDRESSING (5745)

918 022 – HEALTH AND SAFETY (Module 2)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to prevent health and safety incidents during a hairdressing activity. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in applying health and safety rules specific to hairdressing. It is important that the candidates be aware of the need to work in a manner that takes account of the health and safety rules specific to hairdressing (e.g. sanitizing instruments, cleaning the work area). These aspects should be evaluated in this task.

It is suggested that this competency be evaluated while each candidate shampoos and sets a client's hair (candidates should not serve as models for one another) since these activities involve the use of hair dryers and tasks that could result in burns, water being spilled on the floor, exposed electrical wires, and so on. If necessary, the competency could be evaluated during another hairdressing activity.

The quality of the shampoo and set are not evaluated in this task. The hairdressing activities are only a pretext for observing and evaluating the candidates' ability to follow occupational health and safety rules.

The candidate are also required to perform a skin test and successfully complete all the steps involved in colouring hair.

3 MATERIALS

The following materials are required for the examination:

- a shampoo sink
- a workstation
- a shampoo cape
- combs and hairbrushes
- a blow dryer
- thermal irons (of different diameters)
- towels
- cotton strips
- band-aids

PRODUCTS

The following products are required for the examination:

- rubbing alcohol
- peroxide
- a disinfectant
- different hairstyling products
- different cleaning agents
- perm products
- hair colouring products

4 SPECIAL INSTRUCTIONS

For the skin test, it is not necessary to wait the required amount of time (24 hours) to determine whether or not an allergic reaction has occurred.

EVALUATION FORM

HAIRDRESSING 2 – Health and Safety Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 022 RESULT: PASS FAIL ☐ ☐
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OBSERVATION			RESULT
	YES	NO	
1 RULES OF HYGIENE			
1.1 Proper application of the rules of personal hygiene			
- hand-washing with anti-bacterial soaps	☐	☐	0 or 15
- clean clothing	☐	☐	
1.2 Proper sanitation of instruments and work area			
- regular maintenance of work area	☐	☐	0 or 15
- proper cleaning of instruments	☐	☐	
- use of appropriate products	☐	☐	
2 GENERAL HEALTH AND SAFETY RULES			
2.1 Prevention in terms of sources of danger and risks			
- absence of obstacles on floors (water, hair)	☐	☐	0 or 30
- safe handling of blow dryer's airflow	☐	☐	
- safe handling of thermal irons	☐	☐	
- safe handling of electrical wires of thermal irons	☐	☐	

OBSERVATION			RESULT
	YES	NO	
3 HEALTH AND SAFETY RULES SPECIFIC TO HAIRDRESSING			
3.1 Safe seating of clients	☐	☐	0 or 10
3.2 Proper working posture:			
- proper posture for the task	☐	☐	
- proper chair height	☐	☐	
- stabilization of work chair	☐	☐	0 or 10
3.3 Safe storage of equipment and materials:			
- thermal irons put away safely	☐	☐	
- used supplies (e.g. containers) discarded and soiled materials (e.g. towels) placed in proper place	☐	☐	
- blow dryer put away	☐	☐	0 or 10
3.4 Performance of skin tests			
- skin test technique	☐	☐	
- cleaning and disinfecting of skin tissue	☐	☐	
- application of product	☐	☐	0 or 10
Minimum performance standard: 80 points			Total: /100

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 033 – EXAMINING THE SCALP AND HAIR (Module 3)					Duration: 45 hours		
Statement of the competency: <i>Examine the scalp and hair</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
<i>EXAMINE THE SCALP AND HAIR (Block 1)</i>							
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies					
<i>A. EXAMINE THE SCALP (Block 2)</i>							
2	A.1 Describe the anatomy of the scalp.	Structure of the scalp (cells, tissues and appendages, keratinization, etc.) Characteristics of a healthy scalp (blood vessels, etc.) Functions of the scalp Microscopic examination of the scalp Visual and tactile examination of the scalp					
2	A.2 Be familiar with the physiology of the scalp.	Structure of sebaceous and sudoriferous glands Functioning of sebaceous glands Functioning of sudoriferous glands Factors that favour sebaceous and sudoriferous secretions					

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 033 – EXAMINING THE SCALP AND HAIR (Module 3)							Duration: 45 hours		
Statement of the competency: <i>Examine the scalp and hair</i>									
COMPETENCY			LEARNING		EVALUATION				
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
2	A.3	Detect abnormalities in the scalp.	Terminology of different dermatoses related to hairdressing Infectious dermatoses Professional dermatoses Problem of keratinization General alopecias						
3	A	Examine the general appearance of the scalp.			1 Examination of the scalp and recording of observations on the record card 1.1 Proper examination of the suppleness of the scalp 1.2 Proper examination of the color of the scalp 1.3 Proper observation of scalp secretions 1.4 Accurate detection of any dermatosis of the scalp	35			
B. ANALYZE THE STRUCTURE OF THE HAIR (Block 3)									
Duration: 20%									
2	B.1	Describe the structure of the hair.	Structure of the hair (internal, external) Chemical composition of the hair (keratin, pigmentation) Hair growth (factors, phases) Physical properties of the hair						

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 033 – EXAMINING THE SCALP AND HAIR (Module 3)							Duration: 45 hours		
Statement of the competency: <i>Examine the scalp and hair</i>									
COMPETENCY			LEARNING		EVALUATION				
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
2	B.2	Describe the appearance of the hair.	Classification of hair Type of hair (texture, curl, etc.) Condition of hair (secretions, porosity, etc.) Directional hair growth and hair stream Hair density						
2	B.3	Detect abnormalities in the hair shaft.	Abnormalities in the hair shaft (trichoptilosis, trichorrhexis nodosa, etc.) Pigmentary abnormalities Hair examination (microscopic, tactile and visual) Causes of hair deterioration (external, internal)						
3	B	Analyze the structure of the hair.			2 Analysis of the hair and recording of observations on the record card 2.1 Accurate recognition of the type of hair 2.2 Accurate recognition of the condition of the hair 2.3 Accurate detection of abnormalities in the hair shaft 2.4 Thorough observation of the hair stream	65			

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 033 – EXAMINING THE SCALP AND HAIR (Module 3)					Duration: 45 hours		
Statement of the competency: <i>Examine the scalp and hair</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
C. FILL OUT AN OBSERVATION RECORD CARD (Block 4) Duration: 35%							
2	C.1 Observe the scalp and hair.	Goals Visual and tactile observations Means of observation (optical instrument, absorbent paper, etc.) Observance of hygiene measures					
2	C.2 Record observations on the card.	Method of using a data record card Card content (identification and decision-making information, etc.) Quality of observations					
3	C Fill out an observation record card.						
EXAMINE THE SCALP AND HAIR (Block 5) Duration: 5%							
2	Recognize the importance of an accurate hair analysis.	Quality criteria for a scalp and hair examination Speed of task execution Client's well-being Self-evaluation checklist					
3	Examine the scalp and hair.			Observance of the rules of hygiene, health and safety Adoption of professional attitudes and behaviour Clear concern for the client's well-being Accurate use of terminology			

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 033 – EXAMINING THE SCALP AND HAIR (Module 3)					Duration: 45 hours		
Statement of the competency: <i>Examine the scalp and hair</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
EXAMINE THE SCALP AND HAIR (Block 6)							
Duration: 20%							
2	Work autonomously.	Research on the hair and scalp					
2	Adopt a reassuring attitude toward the client.	Active listening and stress management Clear language					
2	Consider the needs of a client with a minor scalp and hair problem.	Professional attitude (tact, courtesy, etc.)					
4	EXAMINE THE SCALP AND HAIR			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			
EXAMINE THE SCALP AND HAIR (Block 7)							
5	EXAMINE THE SCALP AND HAIR	Advanced activities aimed at developing the competency beyond the required standard for entry into the job market Trichoanalysis equipment					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 033 – EXAMINING THE SCALP AND HAIR (Module 3)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to examine the hair and scalp of a client whose hair has not been washed for at least two days and who presents no contraindications. The suggested duration of the examination is forty-five minutes. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in conducting a visual and tactile examination of the hair and scalp. Candidates are required to record their observations and results of the hair and scalp examination on a checklist provided for this purpose.

The examiner must make sure that the observation record card includes the same points as the evaluation form.

Candidates must perform the hair and scalp examination on a client who is unknown to them so that they do not have information on the client.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- combs, hairbrushes
- a cape
- towels
- a client card
- scalp and hair examination devices

PRODUCTS

The following product is required for the examination:

- a disinfectant

4 SPECIAL INSTRUCTIONS

The examiner must be present when each candidate examines the client's hair and scalp so as to be able to evaluate criterion component 1.3 (accurate observation of secretions).

The use of hair and scalp examination devices is permitted.

EVALUATION FORM

HAIRDRESSING	Program code: 5745
3 – Examining the scalp and hair	Module code: 918 033
Candidate's name: _____	
School: _____	RESULT:
Permanent code: _____	PASS FAIL
Date of examination: _____	☐ ☐
Examiner's signature: _____	

OBSERVATION			RESULT
	YES	NO	
1 EXAMINATION OF THE SCALP AND RECORDING OF OBSERVATIONS ON THE RECORD CARD			
1.1 Proper examination of the suppleness of the scalp	☐	☐	0 or 5
1.2 Proper examination of the colour of the scalp	☐	☐	0 or 5
1.3 Proper observation of scalp secretions			
- pertinent questions to the client regarding physical activities, frequency of shampoos, medication, etc.	☐	☐	
- tactile and visual examination or examination using a device	☐	☐	0 or 15
1.4 Detection of any dermatoses of the scalp (as applicable)			
- detection of dermatoses	☐	☐	
- appropriate language	☐	☐	0 or 10
2 ANALYSIS OF THE HAIR AND RECORDING OF OBSERVATIONS ON THE RECORD CARD			
2.1 Accurate recognition of the type of hair			
- density	☐	☐	
- texture	☐	☐	

OBSERVATION			RESULT
	YES	NO	
- length	☐	☐	0 or 20
- curl	☐	☐	
- colour	☐	☐	
2.2 Accurate recognition of the condition of the hair			
- porosity, elasticity	☐	☐	0 or 20
- secretions	☐	☐	
- tonicity	☐	☐	
2.3 Accurate detection of abnormalities in the hair shaft			
- * trichoptilosis	☐	☐	0 or 10
- * trichoclasia	☐	☐	
- * trichorrexis nodosa	☐	☐	
- * pili torti	☐	☐	
- * trichonodosis	☐	☐	
- canities	☐	☐	
- albinism	☐	☐	
Error tolerance: one error for items preceded by an asterisk			
2.4 Thorough observation of the hair stream			
- front	☐	☐	0 or 15
- nape	☐	☐	
- crown	☐	☐	
- sides	☐	☐	
Total:			/100
Minimum performance standard: 85 points			

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 042 – MORPHOLOGY AND PHYSIOGONOMY (Module 4)							Duration: 30 hours				
Statement of the competency: <i>Analyze a client's morphology and physiognomy</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St	
<i>ANALYZE A CLIENT'S MORPHOLOGY AND PHYSIOGONOMY (Block 1)</i>											
1	Situate the competency with respect to the program as a whole.		Reason for the competency Course outline Links with other competencies								
<i>A. ANALYZE THE CLIENT'S GENERAL SHAPE (Block 2)</i>										Duration: 20%	
2	A.1	Recognize the morphological characteristics of the human body.	Anatomy of the human body (male, female) Morphological characteristics: height, weight, bone structure; proportions and symmetry Type of shape: - broad shoulders and narrow hips - narrow shoulders and wide hips - long thin body - short thin body - short stout body			Accurate recognition of the client's general body proportions					
3	A	Analyze the client's general shape.				1	General shape	10			
						1.1	Accurate recognition of client's morphology		5	P	
						1.2	Accurate recognition of the type of shape		5	P	

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 042 – MORPHOLOGY AND PHYSIOGNOMY (Module 4)							Duration: 30 hours				
Statement of the competency: <i>Analyze a client's morphology and physiognomy</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St	
B. ANALYZE THE MORPHOLOGY OF THE CLIENT'S HEAD AND FACE (Block 3)										Duration: 20%	
2	B.1	Recognize the morphology of the head and neck.	Shapes of the head (large, oval, etc.) Shapes of the neck (wide, narrow, etc.) Main bones in the head and neck								
2	B.2	Recognize the characteristic shapes of the facial features.	Geometrical shapes (square, oval, etc.) Types of personality according to facial shape (morphopsychology)								
2	B.3	Recognize the type of profile of a client.	Characteristics of types of profiles: convex, concave, straight								
3	B	Analyze the morphology of the client's head and face.				2	Morphology of the head and face	45			
						2.1	Accurate recognition of the shape of head and neck		10	P	
						2.2	Accurate recognition of the shapes of the facial features		20	P	
						2.3	Accurate recognition of the type of profile		15	P	

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 042 – MORPHOLOGY AND PHYSIOGNOMY (Module 4)							Duration: 30 hours				
Statement of the competency: <i>Analyze a client's morphology and physiognomy</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St		
C. ANALYZE THE PHYSIOGNOMY OF THE CLIENT'S FACE (Block 4)										Duration: 25%	
2	C.1	Recognize the characteristics of the upper portion of a client's face.	Characteristics of the upper portion of the face: - forehead - eyebrows - contour line of the upper portion of the face								
2	C.2	Recognize the characteristics of the middle portion of a client's face.	Characteristics of the middle portion of the face: - eyes - nose - ears - cheeks - eyelashes - contour line of the middle portion of the face								
2	C.3	Recognize the characteristics of the lower portion of a client's face.	Characteristics of the lower portion of the face: - mouth - chin - contour line of the lower portion of the face								

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 042 – MORPHOLOGY AND PHYSIOGNOMY (Module 4)							Duration: 30 hours				
Statement of the competency: <i>Analyze a client's morphology and physiognomy</i>											
COMPETENCY			LEARNING		EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St			
3	C	Analyze the physiognomy of the client's face.			3	Physiognomy of the face	45				
3.1					Accurate recognition of the characteristics of the upper portion of the face		15	P			
3.2					Accurate recognition of the characteristics of the middle portion of the face		15	P			
3.3					Accurate recognition of the characteristics of the lower portion of the face		15	P			
<i>ANALYZE A CLIENT'S MORPHOLOGY AND PHYSIOGNOMY (Block 5)</i>									<i>Duration: 15%</i>		
2	Recognize the importance of a sound analysis.		Data record card: recording of observations Quality criteria for a sound analysis Rules of hygiene								
3	Analyze the physiognomy of the client's face.				Observance of the rules of hygiene Adoption of professional attitudes and behaviour						
<i>ANALYZE A CLIENT'S MORPHOLOGY AND PHYSIOGNOMY (Block 6)</i>									<i>Duration: 20%</i>		
2	Work autonomously.		Research on morphology								
2	Be respectful of the client.		Adoption of professional attitudes and behaviour: tact, discretion, confidentiality								

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 042 – MORPHOLOGY AND PHYSIOGNOMY (Module 4)					Duration: 30 hours		
Statement of the competency: <i>Analyze a client's morphology and physiognomy</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
4	ANALYZE A CLIENT'S MORPHOLOGY AND PHYSIOGNOMY			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			
<i>ANALYZE A CLIENT'S MORPHOLOGY AND PHYSIOGNOMY (Block 7)</i>							
5	ANALYZE A CLIENT'S MORPHOLOGY AND PHYSIOGNOMY	Activities aimed at developing morphophysiological analyses (portfolio)					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 042 – MORPHOLOGY AND PHYSIOGNOMY (Module 4)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to analyze a client's morphology and physiognomy. The suggested duration of the examination is thirty minutes. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in analyzing a client's morphology and physiognomy. The candidates should be provided with a data record card for recording such information as the morphology of the client's shape, the shape of the client's head, neck, etc. (see attached evaluation form). This card must include all the information items to be collected so that the candidates can simply check off the results of their observations.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- a pencil and an eraser
- combs
- a headband
- hair clips
- a cape
- a data record card

4 SPECIAL INSTRUCTIONS

Candidates must work with clients who are unknown to them to ensure they are not already familiar with the characteristics to be observed.

EVALUATION FORM

HAIRDRESSING 4 – Morphology and Physiognomy Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 042 RESULT: PASS ☐ FAIL ☐
---	--

OBSERVATION			RESULT
	YES	NO	
1 GENERAL SHAPE			
1.1 Accurate recognition of the client's morphology			
- balanced proportions	☐	☐	
- height	☐	☐	
- weight	☐	☐	0 or 5
1.2 Accurate recognition of the type of shape			0 or 5
2 MORPHOLOGY OF THE HEAD AND FACE			
2.1 Accurate recognition of the shape of head and neck			
- accurate recognition of the shape of the head	☐	☐	
- specific characteristics of the neck	☐	☐	0 or 10
2.2 Accurate recognition of the shapes of the facial features			
- geometric shape	☐	☐	
- dominant features	☐	☐	0 or 20
2.3 Accurate recognition of the type of profile	☐	☐	0 or 15

OBSERVATION			RESULT
	YES	NO	
3 PHYSIOGNOMY OF THE FACE			
3.1 Accurate recognition of the characteristics of the upper portion of the face			
- accurate identification of characteristics seen from the front	☐	☐	
- accurate identification of characteristics seen from the side	☐	☐	0 or 15
Error tolerance: one minor error provided the candidate correctly identifies the person's overall characteristics			
3.2 Accurate recognition of the characteristics of the middle portion of the face			
- accurate identification of characteristics seen from the front	☐	☐	
- accurate identification of characteristics seen from the side	☐	☐	0 or 15
Error tolerance: one minor error provided the candidate correctly identifies the person's overall characteristics			
3.3 Accurate recognition of the characteristics of the lower portion of the face			
- accurate identification of characteristics seen from the front	☐	☐	
- accurate identification of characteristics seen from the side	☐	☐	0 or 15
Error tolerance: one minor error provided the candidate correctly identifies the person's overall characteristics			
Minimum performance standard: 85 points			Total: /100

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 052 – SHAMPOOING HAIR (Module 5)					Duration: 30 hours		
Statement of the competency: <i>Shampoo hair</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
SHAMPOO HAIR (Block 1)							
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies					
A. GREET AND SEAT THE CLIENT (Block 2)							
Duration: 5%							
2	A.1 Greet and seat the client.	Personalized greeting Rules of courtesy for greeting clients Manner of speaking with clients		Professional greeting			
2	A.2 Prepare the client.	Method of seating the client Draping method Observance of rules of hygiene Observance of principles of ergonomics		Client comfortably seated			
3	A Greet and seat the client.						
B. SELECT THE PRODUCTS (Block 3)							
Duration: 20%							
2	B.1 Examine the hair and scalp.	Examination of hair and scalp prior to shampooing hair Characteristics of hair and scalp (texture, secretions, etc.) (see Module 3) Recording of observations					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 052 – SHAMPOOING HAIR (Module 5)					Duration: 30 hours		
Statement of the competency: <i>Shampoo hair</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
2	B.2 Select the products.	Cosmetology of shampoos (types, ingredients, cosmetological features, properties, etc.) Choice of products consistent with the characteristics of the hair and scalp Active listening techniques					
3	B Select the products.			1 Examination of scalp and hair 1.1 Inclusion of all observations on card 1.2 Choice of products consistent with hair and scalp	25	15 10	P P
C. PREPARE THE HAIR (Block 4)							
Duration: 5%							
2	C.1 Remove tangles from hair.	Techniques for removing tangles from hair Instruments for removing tangles from hair		Proper choice and application of the technique for removing tangles from hair Thorough wetting			
3	C Prepare the hair.						
D. APPLY THE SHAMPOOING TECHNIQUE (Block 5)							
Duration: 40%							
2	D.1 Handle the spray hose.	Method of handling the spray hose Direction of water jet Water temperature					
2	D.2 Apply the shampoo.	Quantity of shampoo Distribution of shampoo		Uniform distribution of shampoo			

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 052 – SHAMPOOING HAIR (Module 5)					Duration: 30 hours				
Statement of the competency: <i>Shampoo hair</i>									
COMPETENCY		LEARNING		EVALUATION					
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
2	D.3 Apply the shampooing technique.	Sequence of steps Shampooing manipulations Concern for the client's well-being							
2	D.4 Rinse the hair.	Rinsing and towel-drying techniques							
3	D Apply the shampooing technique.			2 Shampooing technique	55	10	P		
				2.1 Proper handling of spray hose				10	P
				2.2 Application of a sufficient quantity of shampoo				10	P
				2.3 Proper application of technique				20	P
				2.4 Thorough rinsing				15	P
E. FINISH THE JOB (Block 6)									
Duration: 5%									
2	E.1 Choose the conditioner.	Cosmetology of conditioners (types, ingredients, cosmetological features, properties) Choice of conditioner consistent with the client's scalp and hair Active listening techniques							
2	E.2 Check the quality of the finished job.	Rinsing techniques Towel-drying techniques							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 052 – SHAMPOOING HAIR (Module 5)					Duration: 30 hours				
Statement of the competency: <i>Shampoo hair</i>									
COMPETENCY		LEARNING		EVALUATION					
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
3	E Finish the job.			3 Conditioner	20				
				3.1 Proper choice of conditioner				5	P
				3.2 No residue				5	P
				3.3 Thorough towel-drying of hair				10	P
SHAMPOO HAIR (Block 7) Duration: 10%									
2	Recognize the importance of doing quality work.	Quality criteria for shampooing hair Speed of task execution Client's well-being							
3	Shampoo hair.			Observance of the rules of hygiene, health and safety Adoption of professional attitudes and behaviour Observance of time limit Clear concern for the client's well-being					
SHAMPOO HAIR (Block 8) Duration: 15%									
2	Work autonomously.	Research on techniques and products							
2	Adopt a reassuring attitude toward the client.	Active listening and stress management Explanation of techniques and products to the client							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 052 – SHAMPOOING HAIR (Module 5)					Duration: 30 hours		
Statement of the competency: <i>Shampoo hair</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
2	Meet the needs of a client requiring a particular position for the shampoo.	Adaptation of equipment to the client's needs Specific work postures					
4	SHAMPOO HAIR			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			
<i>SHAMPOO HAIR (Block 9)</i>							
5	SHAMPOO HAIR	Advanced activities aimed at developing the competency beyond the required standard for entry into the job market (e.g. scalp massage techniques)					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 052 – SHAMPOOING (Module 5)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to shampoo hair. The suggested duration of the examination is fifteen minutes. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in shampooing the hair of a client who shows no contraindications. Candidates must be provided with a data record card. The candidate must analyze the client's scalp and hair (five minutes) before giving the shampoo (ten minutes). The evaluation will focus on the following aspects: recording of information gathered during the examination of the client's hair and scalp, product choice, and the shampooing and conditioning technique. The candidates are required to observe the rules of hygiene, health and safety throughout the evaluation.

3 MATERIALS

The following materials are required for the examination:

- a detangling brush
- a shampoo cape
- towels
- a shampoo sink

PRODUCTS

The following products are required for the examination:

- a detangling product
- different types of shampoos and conditioners

4 SPECIAL INSTRUCTIONS

Make sure the client is unknown to the candidate.

Criterion component 2.4 is evaluated before the conditioner has been applied to the hair. Criterion components 1.1 and 1.2 are evaluated using the data record card. The other criterion components are evaluated by observing the candidate.

EVALUATION FORM

HAIRDRESSING 5 – Shampooing Hair Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 052 RESULT: PASS ☐ FAIL ☐
--	--

OBSERVATION			RESULT
	YES	NO	
1 EXAMINATION OF THE SCALP AND HAIR			
1.1 Inclusion of all observations on card			
Scalp:			
- Secretions	☐	☐	
- Dandruff	☐	☐	
- abnormalities, dermatoses, allergies	☐	☐	
Hair:			
- colouring	☐	☐	
- porosity	☐	☐	
- texture	☐	☐	
- density	☐	☐	
- length	☐	☐	0 or 15
1.2 Choice of products consistent with hair and scalp	☐	☐	0 or 10
2 SHAMPOOING TECHNIQUE			
2.1 Proper handling of spray hose			
- technique of holding the spray hose	☐	☐	
- coordinated movements	☐	☐	
- correct distance of spray nozzle from scalp	☐	☐	0 or 10

OBSERVATION			RESULT
	YES	NO	
2.2	Application of a sufficient quantity of shampoo		
	- quantity of shampoo applied to thoroughly wet hair	☐	☐
	- uniform distribution	☐	☐
			0 or 10
2.3	Proper application of techniques		
	- manipulations with fingertips and both hands	☐	☐
	- pressure on scalp adjusted to client	☐	☐
	- steps carried out in sequential order	☐	☐
	- client's neck in comfortable position	☐	☐
	- observance of rules of health and safety	☐	☐
			0 or 20
2.4	Thorough rinsing		
	- water jet	☐	☐
	- thorough rinsing	☐	☐
	- protection of face and ears with hand	☐	☐
	- observance of the rules of hygiene	☐	☐
	- hair squeezed with fingers	☐	☐
			0 or 15
3	CONDITIONER		
3.1	Proper choice of conditioner		
	- conditioner consistent with the type of hair	☐	☐
			0 or 5
3.2	No residue		
		☐	☐
			0 or 5
3.3	Thorough towel-drying of hair		
	- proper positioning of towel to prevent water from dripping	☐	☐
			0 or 10
Total:			/100
Minimum performance standard: 80 points			

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 064 – HAIR AND SCALP TREATMENTS (Module 6)							Duration: 60 hours			
Statement of the competency: <i>Give a hair and scalp treatment</i>										
COMPETENCY		LEARNING			EVALUATION					
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St			
GIVE A HAIR AND SCALP TREATMENT (Block 1)										
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies								
A. GREET AND SEAT THE CLIENT (Block 2)										Duration: 5%
2	A.1 Prepare the workstation.	Sanitation and hygiene standards Materials and products needed for the treatment Maintenance and operation of appliances and accessories								
2	A.2 Greet the client.	Professional greeting Rules of courtesy for greeting clients Appropriate language to use with clients		Proper setup of workstation in advance						
2	A.3 Seat the client.	Method of seating the client Method of draping the client Observance of the rules of hygiene Observance of the principles of ergonomics								
3	A Greet and seat the client.			1 Greeting of client 1.1 Professional greeting 1.2 Client comfortably seated	10	5 5	P P			

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 064 – HAIR AND SCALP TREATMENTS (Module 6)							Duration: 60 hours				
Statement of the competency: <i>Give a hair and scalp treatment</i>											
COMPETENCY		LEARNING			EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St			
B. EXAMINE THE HAIR AND SCALP (Block 3)										Duration: 10%	
2	B.1	Examine the hair and scalp.	Characteristics of the hair and scalp (texture, secretions, state of health, etc.) Examination of the hair and scalp prior to treatment Inclusion of observations on the data record card (see Module 3)		Thorough examination of the hair and scalp Correct observations						
2	B.2	Determine the client's needs.	Active listening techniques Types of treatment Explanations on the different types of treatments		Accurate assessment of needs Appropriate suggestions for possible treatments						
3	B	Examine the hair and scalp.			2 Scalp and hair examination 2.1 Accurate recording of observations on the data record card	15	15	P			
C. CHOOSE THE TREATMENT, INCLUDING A SCALP MASSAGE (Block 4)										Duration: 20%	
2	C.1	Choose the treatment.	Cosmetology of products (properties, features, ingredients, effects, etc.) Product selection consistent with characteristics of the scalp and hair Types of massage and physiological effects		Choice of appropriate type of massage						
3	C	Choose the treatment, including a scalp massage.			3 Appropriate treatment 3.1 Appropriate choice of products	15	15	P			

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 064 – HAIR AND SCALP TREATMENTS (Module 6)							Duration: 60 hours				
Statement of the competency: <i>Give a hair and scalp treatment</i>											
COMPETENCY		LEARNING			EVALUATION						
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St				
D. APPLY THE TREATMENT AND MASSAGE TECHNIQUES (Block 5)										Duration: 25%	
2	D.1 Apply the products.	Preparation of products Sequential order of steps Sufficient quantity (dose)		Proper preparation of products							
2	D.2 Perform massage manipulations.	Sequential order of steps Massage manipulations Concern for the client's well-being									
2	D.3 Use heat sources.	Appliances that emit heat (vapourizer, computer, etc.) Advantages and disadvantages of heat sources Techniques for using the different appliances Observance of health and safety rules		Use of heat source, as required							
2	D.4 Rinse the hair.	Thorough rinsing Drying techniques									
3	D Apply the treatment and massage techniques.			4 Treatment technique 4.1 Uniform application of products 4.2 Careful performance of massage 4.3 Thorough rinsing of shampoo and treatment products	50	10 25 15	P P P				

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 064 – HAIR AND SCALP TREATMENTS (Module 6)							Duration: 60 hours					
Statement of the competency: <i>Give a hair and scalp treatment</i>												
COMPETENCY		LEARNING			EVALUATION							
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St				
E. FINISH THE JOB (Block 6)										Duration: 10%		
2	E.1	Choose a conditioner.	Cosmetology of conditioners (types, ingredients, cosmetological features, properties) Choice of conditioner consistent with the type of scalp and hair Listening to the client's needs									
2	E.2	Check the results of the treatment.	Knowledge of the quality criteria for a treatment (cosmetological effects: shine; softness; etc.) Concern for the client's well-being		Results obtained consistent with results sought Clear concern for client's satisfaction							
3	E	Finish the job.			5 Conditioner 5.1 Choice of appropriate conditioner	10	10	P				
F. MAINTAIN A HAIRPIECE (Block 7)										Duration: 5%		
2	F.1	Style a hairpiece.	Types of hairpieces Characteristics of synthetic fibres versus natural hair Maintenance techniques specific to each type of hair (detangling, cleaning, styling, etc.)		Proper analysis of characteristics of hairpiece Proper application of maintenance techniques							
3		Maintain a hairpiece.										

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 064 – HAIR AND SCALP TREATMENTS (Module 6)					Duration: 60 hours		
Statement of the competency: <i>Give a hair and scalp treatment</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
<i>GIVE A HAIR AND SCALP TREATMENT (Block 8)</i> <i>Duration: 10%</i>							
2	Recognize the importance of doing quality work.	Quality criteria for treatment Speed of task execution Client's well-being					
3	Give a hair and scalp treatment.			Observance of the rules of hygiene, health and safety Adoption of professional attitudes and behaviour Observance of manufacturers' instructions for the products used Observance of time limit Clear concern for the client's well-being			
<i>GIVE A HAIR AND SCALP TREATMENT (Block 9)</i> <i>Duration: 15%</i>							
2	Work autonomously.	Research on techniques and products					
2	Adopt a reassuring attitude toward the client.	Active listening and stress management Explanation of the techniques and products to the client					
2	Meet the needs of a client with minor scalp abnormalities.	Abnormalities of the scalp (see Module 3) Choice of products for the treatment					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

6

918 064 – HAIR AND SCALP TREATMENTS (Module 6)						Duration: 60 hours	
Statement of the competency: <i>Give a hair and scalp treatment</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
4	GIVE A HAIR AND SCALP TREATMENT			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			
<i>GIVE A HAIR AND SCALP TREATMENT (Block 10)</i>							
5	GIVE A HAIR AND SCALP TREATMENT	Advanced activities aimed at developing the competency beyond the required standard for entry into the job market (e.g. new products and techniques)					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 064 – HAIR AND SCALP TREATMENTS (Module 06)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to give a hair and scalp treatment to a client whose hair has not been washed for at least two days. The suggested duration of the examination is one hour. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in giving a hair and scalp treatment, including a scalp massage (manual and with a hairbrush). The hair must be at most 15 cm long and the client must show no contraindications such as psoriasis, eczema, etc. The candidates will first examine the hair and scalp. They must be provided with a data record card for this task. The candidates are required to choose the appropriate treatment and products for the client's hair.

The evaluation will cover: greeting the client, giving a hair and scalp examination, and choosing the products, treatment technique and conditioner. The candidates may use no reference materials other than the manufacturers' instructions for the selected products. A calm atmosphere is required to ensure the effectiveness of the treatment and the client's well-being.

Candidates must observe the rules of hygiene, health and safety throughout the evaluation.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- combs
- a treatment brush
- a brush
- a bowl
- a spatula
- a timer
- a shampoo cape
- cotton balls

PRODUCTS

The following products are required for the examination:

- a disinfecting agent
- a detangling product
- different types of treatment products, including shampoo and treatment cream, oil or lotion
- a conditioner

4 SPECIAL INSTRUCTIONS

Candidates are required to work on a client who is unknown to them to ensure that they are not already familiar with the characteristics of the hair and scalp and the prescribed treatment.

The hair must be no longer than 15 cm to allow for proper observation of the massage manipulations.

The data record card must contain all the observation elements and evaluation criteria.

Check criterion component 4.3 before proceeding to the conditioner, which could make the hair slippery.

EVALUATION FORM

HAIRDRESSING	Program code: 5745
6 – Hair and Scalp Treatments	Module code: 918 064
Candidate's name: _____	
School: _____	RESULT:
Permanent code: _____	PASS FAIL
Date of examination: _____	☐ ☐
Examiner's signature: _____	

OBSERVATION			RESULT
	YES	NO	
1 GREETING OF CLIENT			
1.1 Professional greeting			
- personalized greeting	☐	☐	0 or 5
- tact and courtesy	☐	☐	
- professional language	☐	☐	
1.2 Client comfortably seated			
- proper position of chair	☐	☐	0 or 5
- concern for the client's comfort	☐	☐	
2 HAIR AND SCALP EXAMINATION			
2.1 Accurate recording of observations on the data record card			
- secretions	☐	☐	
- flexibility	☐	☐	
- colouring	☐	☐	
- sensitivity	☐	☐	
- dermatoses	☐	☐	
- psoriasis	☐	☐	

OBSERVATION			RESULT
	YES	NO	
Correct assessment of hair			
- porosity	☐	☐	
- texture	☐	☐	
- density	☐	☐	
- colouring	☐	☐	
- curl	☐	☐	
- elasticity	☐	☐	
- abnormality of the hair shaft	☐	☐	
- secretions of the hair shaft	☐	☐	0 or 15
3 APPROPRIATE TREATMENT			
3.1 Appropriate choice of products			
- shampoos	☐	☐	
- treatments	☐	☐	0 or 15
4 TREATMENT TECHNIQUE			
4.1 Uniform application of products			
- subsections about 1 cm thick	☐	☐	
- over the entire length of the strand	☐	☐	
- to the scalp, if necessary	☐	☐	
- proper sequence of steps	☐	☐	0 or 10
4.2 Careful performance of massage manipulations			
- correct handling of treatment brush	☐	☐	
- observance of scalp manipulation technique	☐	☐	
- no sliding on scalp	☐	☐	
- appropriate amount of pressure	☐	☐	
- manipulations performed in proper sequence	☐	☐	0 or 25

OBSERVATION			RESULT
		YES NO	
4.3	Thorough rinsing of shampoo and treatment products		
	- adequate water flow	☐	☐
	- thorough rinsing	☐	☐
	- protection of face and ears with hand	☐	☐
	- observance of rules of hygiene	☐	☐
	- hair squeezed with fingers	☐	☐
	- no residue	☐	☐
			0 or 15
5	CONDITIONER		
5.1	Appropriate choice of conditioner	☐	☐
			0 or 10
Total:			/100
Minimum performance standard: 80 points			

Comments: _____

PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

1

918 073 – SETTING HAIR (Module 7)					Duration: 45 hours		
Statement of the competency: <i>Set hair</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
<i>SET HAIR (Block 1)</i>							
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies					
<i>A. SEAT THE CLIENT (Block 2)</i>							
2	A.1 Set up the workstation.	Sanitation and hygiene standards Materials and products needed to set hair Maintenance and operation of equipment and accessories		Set-up of workstation in advance			
2	A.2 Prepare the client.	Method of seating client Draping method Observance of rules of hygiene Observance of principles of ergonomics		Client comfortably seated			
3	A Seat the client.						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

2

918 073 – SETTING HAIR (Module 7)						Duration: 45 hours					
Statement of the competency: <i>Set hair</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St		
B. CHOOSE THE HAIRSTYLE (Block 3)									Duration: 10%		
2	B.1	Determine the client's expectations.	Setting techniques (rollers, waves, pin curls) Explanation on the advantages and disadvantages of different types of rollers Active listening techniques Suggestions on the different setting techniques (day style, simple knot) Observance of rules of courtesy when dealing with clients			Accurate understanding of client's expectations					
2	B.2	Suggest an appropriate style consistent with the client's morphology and physiognomy.	Criterion components covered in competency 4			Appropriate suggestions Choice of style consistent with client's morphology and physiognomy					
3	B	Choose the hairstyle.									
C. CHOOSE THE TYPE OF ROLLERS AND PRODUCTS (Block 4)									Duration: 5%		
2	C.1	Choose the materials.	Setting materials (rollers, hairbrushes, etc.)			Clear explanation of choices					
2	C.2	Choose the products.	Cosmetology of products (properties, features, classification, purpose, etc.) Hair setting products Explanation of choice			Choice of products consistent with type of rollers used					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

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W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

3

918 073 – SETTING HAIR (Module 7)							Duration: 45 hours			
Statement of the competency: <i>Set hair</i>										
COMPETENCY		LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
3	C	Choose the types of rollers and products.			1	Choice of rollers	10			
					1.1	Appropriate choice of type and size of rollers		10	P	
D. PREPARE THE HAIR (Block 5)										Duration: 5%
2	D.1	Dry the hair.	Dryness of hair consistent with result sought		Dryness of hair consistent with result sought					
2	D.2	Apply the products.	Distribution of products Quantity of product (dose)		Application of a sufficient quantity of product Uniform distribution of products					
2	D.3	Consider the hair stream.	Goals of preparing the hair stream Detangling and direction of hair growth according to hair stream							
3	D	Prepare the hair.			2	Hair stream	5			
					2.1	Directional movement of hair		5	P	
E. WIND THE HAIR ON THE ROLLERS (Block 6)										Duration: 30%
2	E.1	Wind the hair on the rollers.	Technique of setting hair Diameter of rollers consistent with the style chosen Width and thickness of strands consistent with the rollers Position of rollers (angles) Arrangement (horizontal, vertical, nested, etc.)							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

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PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

4

918 073 – SETTING HAIR (Module 7)							Duration: 45 hours			
Statement of the competency: <i>Set hair</i>										
COMPETENCY			LEARNING			EVALUATION				
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St	
3	E	Wind the hair on the rollers.				3 Technique of winding the hair on the rollers	30			
						3.1 Proper choice of width and thickness of strands		15	P	
						3.2 Technique consistent with style chosen		15	p	
F. DRY THE HAIR (Block 7)										Duration: 5%
2	F.1	Prepare the client for drying the hair.	Observance of rules of hygiene and safety Precautions relative to drying the hair (pre-heated dryer, temperature, etc.)			Proper start-up of dryer Client comfortably seated under the hood				
2	F.2	Dry the hair.	Technique of handling the dryer Cooling of hair No humidity Concern for the client's comfort							
3	F	Dry the hair.				4 Drying of hair	10			
						4.1 Hair thoroughly dry		10	P	
G. ARRANGE THE HAIR (Block 8)										Duration: 10%
2	G.1	Remove the rollers.	Method of removing rollers according to type of rollers Protection of clothing							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

5

918 073 – SETTING HAIR (Module 7)							Duration: 45 hours		
Statement of the competency: <i>Set hair</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria		W _I	W _C	St
2	G.2	Apply styling techniques.	Brushing techniques Techniques for shaping the hair (fingers, comb) Back-combing techniques Final touches						
3	G	Arrange the hair.			5	Styling technique 5.1 Removal of rollers consistent with style 5.2 Techniques consistent with the style	20	5 15	P P
H. FINISH THE JOB (Block 9)									
Duration: 5%									
2	H.1	Examine the hairstyle.	Quality criteria for setting hair: - distribution of volumes according to morphology and physiognomy - consistent with style chosen - client's satisfaction						
2	H.2	Apply hairspray.	Characteristics of hairsprays Importance of using hairspray		Application of hairspray if necessary				
3	H	Finish the job.			6	Final touches 6.1 Volume consistent with result sought	15	15	P

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

6

918 073 – SETTING HAIR (Module 7)					Duration: 45 hours		
Statement of the competency: <i>Set hair</i>							
COMPETENCY		LEARNING		EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
SET HAIR (Block 10) Duration: 10%							
2	Recognize the importance of doing quality work.	Quality criteria for setting hair Speed of execution Client's well-being Self-evaluation checklist					
3	Set hair.			Observance of the rules of hygiene, health and safety Adoption of professional attitudes and behaviour Observance of time limit Clear concern for the client's well-being	10	10	P
SET HAIR (Block 11) Duration: 15%							
2	Work autonomously.	Research on techniques and products					
2	Adopt a reassuring attitude toward the client.	Active listening techniques Stress management Explanations on techniques and products Self-confidence					
2	Meet the needs of a client requiring a particular treatment.	Adaptation of the equipment to client's needs Specific work postures					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

7

918 073 – SETTING HAIR (Module 7)							Duration: 45 hours		
Statement of the competency: <i>Set hair</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
4	SET HAIR			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies					
<i>SET HAIR (Block 12)</i>									
5	SET HAIR	Research on hairstyles from different eras							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 073 – SETTING HAIR (Module 7)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to set the hair of a client whose hair is short to moderately long, clean and wet, and who shows no contraindications. The suggested duration of the examination is one hour. Thirty additional minutes will be required to dry the hair. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in setting the hair of a client using brush or Velcro rollers. The evaluation will focus on the choice of rollers, the hair stream, the roller technique, hair drying, the styling technique, the final touches and the duration of the task. The candidates must be provided with a data record card to help them determine the client's expectations. The examiner shall be present when the candidate and the client choose a style. The style should take into account the client's morphology and physiognomy, in order to make it possible to evaluate criterion component 6.1.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- combs and hairbrushes
- brush or Velcro rollers
- towels
- a mirror

PRODUCTS

The following products are required for the examination:

- different styling products
- hairsprays
- a disinfectant

4 SPECIAL INSTRUCTIONS

The examiner may assign a client at random to the candidate. The candidates must be able to demonstrate their ability to set any type of hair.

To make it easier to evaluate criterion components 3.2 and 5.2, the examiner must ensure that the candidate has properly understood the client's expectations with respect to the hairstyle.

EVALUATION FORM

HAIRDRESSING 7 – Setting Hair Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 073 RESULT: PASS ☐ FAIL ☐
---	--

OBSERVATION		RESULT
	YES NO	
1 CHOICE OF ROLLERS		
1.1 Appropriate choice of rollers		
- type	☐	☐
- size	☐	☐
		0 or 10
2 HAIR STREAM		Start: (_____)
2.1 Directional movement of hair	☐	☐
		0 or 5
3 TECHNIQUE OF WINDING THE HAIR ON THE ROLLERS		
3.1 Proper choice of width and thickness of strands	☐	☐
		0 or 15
3.2 Technique consistent with style chosen		
- appropriate angle of rollers according to style	☐	☐
- smooth appearance of strands	☐	☐
- solidity of roller placement	☐	☐
		0 or 15
Error tolerance: one error in the winding of hair on the rollers provided the overall set is satisfactory		

OBSERVATION		YES NO		RESULT
4	HAIR DRYING			
4.1	Hair thoroughly dry			
	- pre-heated dryer	☐	☐	
	- checking at regular intervals	☐	☐	0 or 10
5	STYLING TECHNIQUE			
5.1	Removal of rollers consistent with style	☐	☐	0 or 5
5.2	Technique consistent with style			
	- satisfactory back-combing	☐	☐	
	- use of proper technique	☐	☐	0 or 15
6	FINAL TOUCHES			
6.1	Volumes consistent with result sought			
	- balanced volumes	☐	☐	
	- smooth finish	☐	☐	
	- satisfied client	☐	☐	0 or 15
Error tolerance: one error provided the overall set is satisfactory				
		End:		()
Observance of time limit				0 or 10
Minimum performance standard: 80 points		Total:		/100

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 085 – STYLING HAIR (Module 8)					Duration: 75 hours		
Statement of the competency: <i>Style hair</i>							
COMPETENCY		LEARNING		EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
STYLE HAIR (Block 1)							
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies					
A. SEAT THE CLIENT (Block 2)							
2	A.1 Set up the workstation.	Sanitation and hygiene standards Materials and products needed to style hair Maintenance and operation of equipment and accessories		Setup of workstation in advance			
2	A.2 Prepare and seat the client.	Method of seating the client Draping method Observance of the rules of hygiene Observance of the principles of ergonomics		Client comfortably seated			
3	A Seat the client.						
B. CHOOSE THE HAIRSTYLE (Block 3)							
2	B.1 Determine the client's expectations.	Hair drying techniques (dryer, diffuser, fingers) Advantages and disadvantages of the different techniques Active listening techniques Observance of the rules of courtesy when dealing with clients		Accurate understanding of client's expectations			

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 085 – STYLING HAIR (Module 8)							Duration: 75 hours			
Statement of the competency: <i>Style hair</i>										
COMPETENCY			LEARNING			EVALUATION				
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St	
2	B.2	Suggest a style that is consistent with the client's morphology and physiognomy.	Application of acquired knowledge (criterion components covered in competency 4) Correspondence between styles and morphological characteristics Suggestions for different hairstyles			Appropriate suggestions Choice of style consistent with client's morphology and physiognomy				
3	B	Choose the hairstyle.								
C. CHOOSE THE PRODUCTS AND EQUIPMENT (Block 4)										Duration: 10%
2	C.1	Choose the equipment.	Types of hairbrushes Types of thermal irons Types of diffusers Types of hair dryers			Appropriate choice of equipment				
2	C.2	Choose the products.	Cosmetology of products (properties, features and purpose) Choice of products consistent with the hairstyle Explanation of choices			Appropriate choice of hairstyling products				
3	C	Choose the products and equipment.								
D. PREPARE THE HAIR (Block 5)										Duration: 5%
2	D.1	Dry the hair.	Dryness of hair consistent with hairstyle chosen							
2	D.2	Apply the products.	Distribution of products Quantity of products (dose)							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 085 – STYLING HAIR (Module 8)					Duration: 75 hours			
Statement of the competency: <i>Style hair</i>								
COMPETENCY		LEARNING		EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
2	D.3 Consider the hair stream.	Reasons for considering the hair stream Detangling and direction of hair growth according to hair stream						
3	D Prepare the hair.			1 Preparation of hair 1.1 Dryness of hair consistent with result sought 1.2 Application of a sufficient quantity of hairstyling products 1.3 Consideration of hair stream	15	5 5 5	P P P	
E. STYLE THE HAIR (Block 6)								Duration: 40%
2	E.1 Handle the instruments.	Technique of using a blow dryer (on wig blocks) Technique of using thermal irons (on wig blocks) Technique of handling different instruments						
2	E.2 Apply the hairstyling technique.	Orientation of roots with dryer and thermal irons Thickness of strands with dryer and curling irons Smoothing of ends with dryer and thermal irons						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 085 – STYLING HAIR (Module 8)						Duration: 75 hours			
Statement of the competency: <i>Style hair</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
2	E.3 Dry the hair.	Cooling of hair Checking that there is no humidity Concern for the client's comfort (temperature of dryer)		Thorough drying of hair					
3	E Style the hair.			2 Technique for styling hair 2.1 Appropriate choice of thickness of strands 2.2 Orientation of roots consistent with result sought 2.3 Smooth ends 2.4 Safe handling of dryer and curling irons	50	10 15 10 15	P P P P		
F. FINISH THE JOB (Block 7)									Duration: 5%
2	F.1 Examine the finished hairstyle.	Quality criteria for a hairstyle: - distribution of volumes consistent with the client's morphology and physiognomy - consistency with the style chosen - client's satisfaction							
2	F.2 Apply hairspray.	Quality of hairspray Importance of using hairspray		Application of hairspray					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 085 – STYLING HAIR (Module 8)							Duration: 75 hours		
Statement of the competency: <i>Style hair</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
3	F Finish the job.			3 Overall examination of hairstyle 3.1 Volumes consistent with the style chosen 3.2 Clear concern for the client's well-being	25				
						15	P		
						10	P		
STYLE HAIR (Block 8)									Duration: 10%
2	Recognize the importance of doing quality work.	Quality criteria for a hairstyle Speed of task execution Client's well-being Self-evaluation checklist							
3	Style hair.			Observance of the rules of hygiene, health and safety Adoption of professional attitudes and behaviour Observance of manufacturers' instructions for the products used Observance of time limit	10	10	P		
STYLE HAIR (Block 9)									Duration: 15%
2	Work autonomously.	Research on techniques and products							
2	Adopt a reassuring attitude toward the client.	Active listening Stress management Explanations on the techniques and products							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

6

918 085 – STYLING HAIR (Module 8)					Duration: 75 hours		
Statement of the competency: <i>Style hair</i>							
COMPETENCY		LEARNING		EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
2	Meet the request of a client for a specific hairstyle.	Particular texture (very fine hair) Excessive amount of curl (straighten hair when styling) Shorter time limit					
4	STYLE HAIR			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			
STYLE HAIR (Block 10)							
5	STYLE HAIR	Advanced activities aimed at developing the competency beyond the required standard for entry into the job market (braids, knots, etc.)					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 085 – STYLING HAIR (Module 8)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to style the hair of a client whose hair is short to moderately long, clean and wet, and who shows no contraindications. The suggested duration of the examination is one hour. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in styling hair using a hairbrush and a thermal iron. The evaluation will focus on the following: hair preparation, the hairstyling technique, the final touches, and the duration of the task. The candidates must be provided with a data record card to help them determine the client's expectations, for example, bangs to the right or left, hair tucked behind the ears, ends pointing in or out. To make it possible to evaluate criterion components 1.1 and 3.1, the examiner will be present when the candidate is helping the client choose a style that is consistent with his or her morphology and physiognomy.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- towels
- combs
- round hairbrushes of different diameters
- a "Denman" type brush
- clips
- a blow dryer
- thermal irons of different diameters

PRODUCTS

The following products are required for the examination:

- different hairstyling products
- hairsprays
- a disinfectant

4 SPECIAL INSTRUCTIONS

The candidates are to be assigned a client at random since they are expected to demonstrate their ability to style any type of hair.

Candidates must observe the rules of hygiene, health and safety throughout the evaluation.

EVALUATION FORM

HAIRDRESSING 8 – Styling Hair Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 085 RESULT: PASS FAIL ☐ ☐
---	---

OBSERVATION		RESULT
	YES NO	
	Start:	()
1 HAIR PREPARATION		
1.1 Dryness of hair consistent with result sought	☐ ☐	0 or 5
1.2 Application of hairstyling products	☐ ☐	0 or 5
1.3 Consideration of hair stream	☐ ☐	0 or 5
2 HAIRSTYLING TECHNIQUE		
2.1 Appropriate choice of thickness of strands		
- according to proper choice of hairbrushes	☐ ☐	
- according to proper choice of thermal irons	☐ ☐	0 or 10
Error tolerance: one error provided the overall hairstyle is satisfactory		
2.2 Orientation of roots consistent with results sought		
- according to order of execution	☐ ☐	
- movement of hairbrush from the roots toward the ends	☐ ☐	
- even tension	☐ ☐	
- no thermal iron marks	☐ ☐	0 or 15
Error tolerance: one error provided the overall hairstyle is satisfactory		

OBSERVATION			RESULT
		YES NO	
2.3	Smooth ends		
	- no split or brittle ends	☐ ☐	0 or 10
2.4	Safe handling of blow dryer and thermal irons		
	- dryer in constant motion during drying	☐ ☐	
	- safe distance of dryer from hair	☐ ☐	
	- thorough drying	☐ ☐	
	- protection of scalp during use of thermal iron	☐ ☐	
	- manual dexterity	☐ ☐	0 or 15
	Error tolerance: one error provided the overall hairstyle is satisfactory		
3	FINISH THE JOB		
3.1	Appropriate volumes		
	- consistent with client's morphology and physiognomy	☐ ☐	
	- uniformity of volumes	☐ ☐	
	- neatness of finished hairstyle	☐ ☐	0 or 15
		End:	()
3.2	Clear concern for the client's well-being		0 or 10
	Observance of time limit	☐ ☐	0 or 10
Minimum performance standard: 80 points			Total: /100

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 093 – COMMUNICATION (Module 9)					Duration: 45 hours		
Statement of the competency: <i>Communicate with clients</i>							
COMPETENCY		LEARNING		EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
COMMUNICATE WITH CLIENTS (Block 1)							
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies					
A. ESTABLISH A RAPPORT WITH THE CLIENT (Block 2)							
2	A.1 Explain the principles of communication.	Interpersonal communication in hairdressing (verbal, nonverbal) Difference between communicating with and informing the client Factors that impede communication Process of communication Aspects of effective communication					
2	A.2 Apply the principles and techniques of communication.	Attitude and approach to be adopted depending on the personality of the client Transmission of information to the client (professional experience and perceptions)					
3	A Establish a rapport with the client.			1 Rapport with the client 1.1 Appropriate approach 1.2 Clear, accurate explanations 1.3 Personalized advice based on professional experience	30	10 10 10	P P P

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 093 – COMMUNICATION (Module 9)							Duration: 45 hours				
Statement of the competency: <i>Communicate with clients</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St		
B. LISTEN TO THE CLIENT (Block 3)										Duration: 15%	
2	B.1	Create an atmosphere of trust and transparency.	Exchange of opinions (use of facilitation techniques) Active listening techniques (methods for determining the client's main expectations)								
2	B.2	Reformulate the client's comments.	Level of language Openness to what the client has to say Interpretation of client's comments			Openness to what the client has to say					
3	B	Listen to the client.				2 Active listening 2.1 Active listening 2.2 Accurate reformulation of client's expectations	40	20 20	P P		
C. CARRY ON A CONVERSATION (Block 4)										Duration: 30%	
2	C.1	Recognize the client's reactions.	Cues that indicate understanding, agreement, refusal, etc. Importance of taking into account the client's reactions								
2	C.2	Converse about different subjects.	Rules of social conversation (topics to avoid, taboo topics, rules of ethics, professional secrets) Ways of starting and ending a conversation Appropriate times to carry on a conversation			Consideration of client's interests					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 093 – COMMUNICATION (Module 9)						Duration: 45 hours		
Statement of the competency: <i>Communicate with clients</i>								
COMPETENCY		LEARNING			EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
3	C Carry on a conversation.			3 Conversation skills 3.1 Accurate identification of appropriate times to carry on a conversation 3.2 Ability to discuss a variety of subjects 3.3 Respect for client's opinion	30	10	P	
					10	P		
					10	P		
COMMUNICATE WITH CLIENTS (Block 5)								
Duration: 10%								
2	Recognize the importance of good communication.	Information on different topics of current interest Confidentiality of conversation Empathy Development of ideas						
3	Communicate with clients.			Constant courtesy and discretion Appropriate language Consideration of clients' diversity				
COMMUNICATE WITH CLIENTS (Block 6)								
Duration: 20%								
2	Adopt a respectful attitude.	Adoption of professional attitudes and behaviour (tact, discretion, self-assurance)						
4	COMMUNICATE WITH CLIENTS			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies				

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 093 – COMMUNICATION (Module 9)							Duration: 45 hours		
Statement of the competency: <i>Communicate with clients</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
<i>COMMUNICATE WITH CLIENTS (Block 7)</i>									
5	COMMUNICATE WITH CLIENTS	News reports Appropriate level of language Readings, shows or activities that can serve as a basis for conversation							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 093 – COMMUNICATION (Module 9)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to communicate with clients. It is suggested that four candidates be evaluated at the same time so that the examiner can attentively evaluate all the criteria appearing on the evaluation form. It is also suggested that the examiner observe the candidate for about one hour and thirty minutes.

2 EXAMINATION PROCEDURE

The task consists in communicating with clients while observing the rules of interpersonal communication. This skill will be observed while the candidate carries out a hairdressing activity. Setting or styling hair are appropriate activities given the time required to complete them (about one hour). In addition, given that explanations to the client regarding the technique are often brief, this ability can more easily be evaluated while the candidate is conversing on different topics, such as current events, fashion, cultural events, leisure activities, etc. The candidate must also demonstrate the ability to identify the client's interests. It is suggested that this competency be evaluated toward the end of the second block of 450 hours, so that the candidates will have had the opportunity to try different approaches with clients. The candidate must use an appropriate level of language throughout the evaluation. The evaluation will focus on the candidate's ability to establish a rapport with the client, engage in active listening, and carry on a conversation. The hairdressing activity is not evaluated here; it simply serves as a backdrop against which the candidates can establish a dialogue with the client so that their ability to communicate can be evaluated.

3 MATERIALS

The following materials are required for the examination:

- a workstation set up for the type of hairdressing activity to be carried out

PRODUCTS

The following products are required for the examination:

- different hairstyling products
- different cleaning products
- a disinfectant
- products needed for the activity (e.g. colouring hair, giving a permanent, cutting, styling or setting hair)

EVALUATION FORM

HAIRDRESSING 9 – Communication Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 093 RESULT: PASS ☐ FAIL ☐
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OBSERVATION		RESULT
	YES NO	
1 RAPPORT WITH THE CLIENT		
1.1 Appropriate approach		
- professional greeting	☐ ☐	
- tact and courtesy used when guiding the client to workstation	☐ ☐	
- concern with satisfying the client	☐ ☐	0 or 10
1.2 Clear, accurate explanations		
- asks appropriate questions	☐ ☐	
- gathers pertinent information	☐ ☐	0 or 10
1.3 Personalized advice based on professional experiences		
- reassuring attitudes and behaviour	☐ ☐	
- dialogue based on professional experiences	☐ ☐	
- appropriate advice	☐ ☐	0 or 10

OBSERVATION			RESULT
	YES	NO	
2	ACTIVE LISTENING		
2.1	Active listening		
	- use of verbal language (active listening)	☐ ☐	0 or 20
	- sensitivity to nonverbal cues (active listening)	☐ ☐	
	- ongoing interest in the conversation	☐ ☐	
2.2	Accurate reformulation of client's expectations		
	- means used to clarify the client's expectations	☐ ☐	0 or 20
	- terminology specific to the profession	☐ ☐	
	- accurate reformulation of client's expectations	☐ ☐	
3	CONVERSATION SKILLS		
3.1	Accurate identification of appropriate times to carry on a conversation		☐ ☐ 0 or 10
3.2	Ability to discuss a variety of subjects		
	- respect for client's interests	☐ ☐	0 or 10
	- reference to current topics	☐ ☐	
	- ability to converse and self-confidence	☐ ☐	
3.3	Respect for client's opinion		☐ ☐ 0 or 10
Minimum performance standard: 80 points			Total: /100

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 108 – STANDARD WOMEN'S HAIRCUTS (Module 10)					Duration: 120 hours			
Statement of the competency: <i>Give a standard haircut to a female client</i>								
COMPETENCY		LEARNING		EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
<i>GIVE A STANDARD HAIRCUT TO A FEMALE CLIENT (Block 1)</i>								
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies						
<i>A. SEAT THE CLIENT (Block 2)</i>								<i>Duration: 5%</i>
2	A.1 Set up the workstation.	Sanitation and hygiene standards Materials for a standard haircut Maintenance of materials and workstation		Proper setup of workstation in advance				
2	A.2 Prepare the client.	Method for seating the client Draping method Observance of rules of hygiene Observance of the principles of ergonomics		Client comfortably seated				
3	A Seat the client.							
<i>B. ANALYZE THE CHARACTERISTICS OF THE HAIR (Block 3)</i>								<i>Duration: 5%</i>
2	B.1 Examine the hair and scalp.	Hair and scalp examination prior to haircut (criterion components covered in competency 3) Importance of hair stream						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 108 – STANDARD WOMEN'S HAIRCUTS (Module 10)							Duration: 120 hours				
Statement of the competency: <i>Give a standard haircut to a female client</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St	
3	B	Analyze the characteristics of the hair.				1	Proper examination of hair	5			
						1.1	Thorough assessment of the characteristics of the hair		5	P	
C. CHOOSE THE HAIRSTYLE (Block 4)										Duration: 10%	
2	C.1	Reformulate the client's expectations.	Active listening techniques Appropriate level of language Types of questions to ask Rules of courtesy to observe when consulting clients (see competency 9)								
2	C.2	Suggest a hairstyle.	Suggestions for standard haircuts according to the characteristics of the hair and the client's morphology and physiognomy (see competency 4) Key factors in the choice of a hairstyle Different hairstyles (magazines, photographs, etc.)			Appropriate suggestions for different styles					
3	C	Choose the hairstyle.				2	Choice of a hairstyle	15			
						2.1	Accurate reformulation of client's expectations		5	P	
						2.2	Choice of style consistent with client's morphology and physiognomy		10	P	

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 108 – STANDARD WOMEN'S HAIRCUTS (Module 10)							Duration: 120 hours					
Statement of the competency: <i>Give a standard haircut to a female client</i>												
COMPETENCY			LEARNING			EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St			
D. CHOOSE THE TECHNIQUE AND THE INSTRUMENTS (Block 5)										Duration: 15%		
2	D.1	Be familiar with the different techniques.	Terminology specific to standard haircuts Standard haircut techniques (solid, layered, etc.)			Proper choice of technique						
2	D.2	Distinguish between the different instruments.	Properties of the different instruments used to give standard haircuts (tapering, layering, shaving, etc.) Key factors in the choice of instruments (result sought, extent of tapering, volume effect, etc.)			Proper choice of instruments						
3	D	Choose the technique and the instruments.										
E. APPLY THE CUTTING TECHNIQUE FOR A STANDARD HAIRCUT (Block 6)										Duration: 35%		
2	E.1	Apply the standard haircut technique on a wig block.	Exercises for each basic technique carried out on the wig block (separation, distribution, etc.) Basic haircuts on wig blocks									
2	E.2	Separate the hair of a client.	Application of division and separation techniques consistent with the desired haircut Separation techniques (partings) for a haircut									

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 108 – STANDARD WOMEN'S HAIRCUTS (Module 10)							Duration: 120 hours		
Statement of the competency: <i>Give a standard haircut to a female client</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
2	E.3 Give a client a haircut.	Technique of handling instruments Elements to consider (angles, tension, guideline, etc.) Order of steps in a standard haircut Description of the haircut on a data record card and relevant information (drawing of angles) Observance of hygiene and safety rules							
3	E Apply the cutting technique for a standard haircut.			3 Application of the technique 3.1 Separation of hair consistent with the cut 3.2 Observance of haircut angles 3.3 Proper use of guideline 3.4 Proper and safe handling of instruments	40	5 15 15 5	P P P P		
F. FINISH THE JOB (Block 7)									Duration: 5%
2	F.1 Check the standard haircut.	Overall examination of cut (length, symmetry, tapering, etc.) Thorough finishing (careful contouring, etc.)							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 108 – STANDARD WOMEN'S HAIRCUTS (Module 10)						Duration: 120 hours			
Statement of the competency: <i>Give a standard haircut to a female client</i>									
COMPETENCY			LEARNING			EVALUATION			
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St
2	F.2	Make sure the client is satisfied.	Checking that result is consistent with the chosen haircut Concern for client's satisfaction			Clear concern for client's satisfaction			
3	F	Finish the job.				4 Overall examination of cut 4.1 Uniform length 4.2 Symmetrical sides 4.3 Result consistent with style chosen	30	10 10 10	P p P
<i>GIVE A STANDARD HAIRCUT TO A FEMALE CLIENT (Block 8)</i>									<i>Duration: 10%</i>
2	Recognize the importance of doing quality work.		Quality criteria for a standard women's haircut Speed of task execution Client's well-being Self-evaluation checklist Concern for detail and precision						
3	Give a standard haircut to a female client.					Observance of the rules of hygiene, health and safety Adoption of professional attitudes and behaviour Good communication with client Observance of time limit	10	10	P

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

6

918 108 – STANDARD WOMEN'S HAIRCUTS (Module 10)							Duration: 120 hours					
Statement of the competency: <i>Give a standard haircut to a female client</i>												
COMPETENCY		LEARNING			EVALUATION							
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St					
<i>GIVE A STANDARD HAIRCUT TO A FEMALE CLIENT (Block 9)</i>										<i>Duration: 15%</i>		
2	Work autonomously.	Research on techniques Development of psychomotor skills										
2	Adopt a reassuring attitude toward the client.	Active listening and stress management Self-confidence Explanation of technique to the client										
2	Adapt a standard haircut to a client with a particular problem.	Adaptation of haircut to irregularities (alopecia aerata, etc.) and to mass and length of hair										
4	GIVE A STANDARD HAIRCUT TO A FEMALE CLIENT			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies								
<i>GIVE A STANDARD HAIRCUT TO A FEMALE CLIENT (Block 10)</i>												
5	GIVE A STANDARD HAIRCUT TO A FEMALE CLIENT	Advanced activities aimed at developing the competency beyond the required standard for entry into the job market (portfolio, collection of photographs of standard women's haircuts)										

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 108 – STANDARD WOMEN'S HAIRCUTS (Module 10)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to give a standard haircut to a female client. The suggested duration of the examination is one hour and thirty minutes. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in giving a solid, layered, progressive, uniform or combination form haircut using haircutting scissors only. The client must be shampooed and require that at least 3.5 cm of hair be cut off so that the change will be apparent.

The candidate is required to first examine the hair, determine the client's expectations and advise the client on a suitable style.

The candidates will be given a data record card so that they can assess the characteristics of the hair (criterion component 1.1). The candidates are also expected to draw the angles of the haircut to be given (criterion component 2.2).

The examiner will be present when the candidate consults the client about the choice of a haircut that is appropriate to the client's morphology and physiognomy so that criterion components 2.2 and 4.3 can be evaluated.

The evaluation will focus on the following aspects: specific examination of the hair, the choice of a haircut, application of the haircutting technique, overall examination of the haircut, and observance of the time limit.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- a plastic cape
- towels
- combs, scissors, a duckbill clamp
- a spray bottle for water
- a mirror

PRODUCT

- a disinfectant

4 SPECIAL INSTRUCTIONS

At this stage in the training, candidates are required to follow all the steps in the process for giving a standard haircut.

The time limit for the evaluation is calculated on the basis of criterion component 3: application of the technique.

Candidates are required to observe the rules of hygiene, health and safety throughout the evaluation.

EVALUATION FORM

HAIRDRESSING	Program code: 5745
10 – Standard Women's Haircuts	Module code: 918 108
Candidate's name: _____	
School: _____	RESULT:
Permanent code: _____	PASS FAIL ☐ ☐
Date of examination: _____	
Examiner's signature: _____	

OBSERVATION		RESULT
	YES NO	
1	PROPER EXAMINATION OF HAIR	
1.1	Thorough assessment of the characteristics of the hair	
	- length	☐ ☐
	- texture	☐ ☐
	- hair stream	☐ ☐
	- curl	☐ ☐
	Error tolerance: one error	0 or 5
2	CHOICE OF HAIRSTYLE	
2.1	Accurate reformulation of client's expectations	☐ ☐ 0 or 5
2.2	Choice of style consistent with client's morphology and physiognomy	
	- accurate analysis of morphology	☐ ☐
	- choice of haircut shape	☐ ☐
	- drawing of corresponding angles	☐ ☐ 0 or 10

OBSERVATION			RESULT
	YES	NO	
3	APPLICATION OF THE TECHNIQUE		Start: ()
3.1	Separation of hair consistent with the cut	☐ ☐	0 or 5
3.2	Observance of haircut angles		
	- thickness of strands	☐ ☐	
	- observance of angles	☐ ☐	0 or 15
	Error tolerance: one error provided the overall haircut is satisfactory		
3.3	Proper use of guideline		
	- observance of order of steps	☐ ☐	
	- tension of strand	☐ ☐	
	- continuity of guideline	☐ ☐	0 or 15
	Error tolerance: one error provided the candidate uses the guideline properly overall		
3.4	Proper and safe use of instruments		
	- coordination of movements	☐ ☐	
	- protection of eyes and face	☐ ☐	0 or 5
4	OVERALL EXAMINATION OF CUT		
4.1	Uniform length		
	- continuity of length from one area to another	☐ ☐	
	- careful contouring	☐ ☐	0 or 10
	Error tolerance: one error with respect to length continuity provided the overall haircut is satisfactory		
4.2	Symmetrical sides	☐ ☐	0 or 10

OBSERVATION		RESULT	
		YES	NO
4.3	Result consistent with style chosen		
	- result consistent with style chosen	☐	☐
	- harmonious finishing	☐	☐
	- client satisfied	☐	☐
			End:
			()
	Observance of time limit	☐	☐
			0 or 10
		Total:	/100
Minimum performance standard: 75 points			

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 114 – GRADUAL MEN'S HAIRCUTS AND BEARD TRIMMING (Module 11)					Duration: 60 hours		
Statement of the competency: <i>Give a gradual haircut to a male client and trim his beard</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
<i>GIVE A GRADUAL HAIRCUT TO A MALE CLIENT AND TRIM HIS BEARD (Block 1)</i>							
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies					
<i>A. SEAT THE CLIENT (Block 2)</i>							
2	A.1 Prepare the workstation.	Sanitation and hygiene standards Materials for giving a layered haircut to a male client and trimming his beard Maintenance of materials and workstation		Proper setup of workstation in advance			
2	A.2 Prepare the client.	Method of seating the client Draping method Observance of hygiene rules Observance of the principles of ergonomics		Client comfortably seated			
3	A Seat the client.						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 114 – GRADUAL MEN'S HAIRCUTS AND BEARD TRIMMING (Module 11)							Duration: 60 hours					
Statement of the competency: <i>Give a gradual haircut to a male client and trim his beard</i>												
COMPETENCY			LEARNING			EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St			
B. DETERMINE THE APPROPRIATE GRADUAL CUT FOR THE CLIENT (Block 3)										Duration: 10%		
2	B.1	Determine the client's expectations.	Active listening techniques Appropriate level of language Types of questions to ask Rules of courtesy when consulting clients Suggestions for standard hairstyles according to the characteristics of the hair and the client's morphology and physiognomy (magazines, photographs)			Appropriate suggestions						
2	B.2	Examine the hair and scalp.	Examination of the hair and scalp prior to giving the layered haircut (component criteria covered in competency 3) Importance of hair stream									
3	B	Determine the appropriate gradual cut for the client.				1 Determination of the gradual cut 1.1 Accurate understanding of client's expectations 1.2 Accurate analysis of hair stream	10	5 5	P P			

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 114 – GRADUAL MEN'S HAIRCUTS AND BEARD TRIMMING (Module 11)							Duration: 60 hours				
Statement of the competency: <i>Give a gradual haircut to a male client and trim his beard</i>											
COMPETENCY		LEARNING			EVALUATION						
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St				
C. APPLY THE CUTTING TECHNIQUE FOR A GRADUAL HAIRCUT (Block 4)										Duration: 35%	
2	C.1 Choose the instruments.	Properties of different instruments used to give a layered cut (combs, clippers, scissors) Key factors in the choice of instruments (extent of thinning, density of hair)		Appropriate choice of clippers, scissors and combs							
2	C.2 Apply the cutting technique on the wig block.	Exercises on wig blocks Technique of handling the instruments									
2	C.3 Give a client a haircut.	Points to observe (angles, guideline, etc.) Proper sequence of steps Description of layered cut and hair as a whole (diagram of angles and pertinent information on a data record card) Observance of hygiene and safety rules									
3	C Apply the cutting technique for a gradual haircut.			2 Application of the technique 2.1 Proper and safe handling of instruments 2.2 Observance of haircut angles 2.3 Proper use of guideline	30	10 10 10	P P P				

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 114 – GRADUAL MEN'S HAIRCUTS AND BEARD TRIMMING (Module 11)							Duration: 60 hours		
Statement of the competency: <i>Give a gradual haircut to a male client and trim his beard</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
D. FINISH THE JOB (Block 5) Duration: 5%									
2	D.1	Examine the overall haircut.	Overall examination (evenness of neckline, height of layering, uniform shaping) Close examination of finished haircut (careful contouring)						
2	D.2	Make sure the client is satisfied.	Result consistent with the style of haircut Concern for the client's satisfaction		Clear concern for the client's satisfaction				
3	D	Finish the job.			3 Finishing of job. 3.1 Overall examination of the cut.	10	10	P	
E. DETERMINE THE APPROPRIATE BEARD STYLE FOR THE CLIENT (Block 6) Duration: 5%									
2	E.1	Examine the beard.	Direction of hair stream Hair growth (density, curl, texture, etc.)						
2	E.2	Determine the client's expectations.	Active listening techniques Appropriate level of language Types of questions to ask Observance of rules of courtesy (see competency 9)						
2	E.3	Suggest a style for the beard, sideburns and mustache.	Different trimming styles for beards, sideburns and mustaches Suggestions for styles consistent with the characteristics of the client's hair growth and physiognomy						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 114 – GRADUAL MEN'S HAIRCUTS AND BEARD TRIMMING (Module 11)							Duration: 60 hours				
Statement of the competency: <i>Give a gradual haircut to a male client and trim his beard</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St	
3	E	Determine the appropriate beard style for the client.				4	Examination of beard	10			
						4.1	Identification of beard characteristics		5	P	
						4.2	Choice of style consistent with client's morphology and physiognomy		5	P	
F. TRIM THE BEARD (Block 7)										Duration: 15%	
2	F.1	Prepare the beard.	Preparatory steps prior to seating the client and trimming his beard (washing, detangling, etc.)								
2	F.2	Choose the materials.	Characteristics and properties of the products (soap, before and after shave lotions) Properties of trimming instruments (razors, etc.) Key factors in choosing the products and instruments								
2	F.3	Apply the beard trimming technique.	Technique of handling the instruments Elements to observe (beard trim consistent with sideburns and mustache) Sequential order of steps Observance of the rules of hygiene and safety								

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

6

918 114 – GRADUAL MEN'S HAIRCUTS AND BEARD TRIMMING (Module 11)						Duration: 60 hours			
Statement of the competency: <i>Give a gradual haircut to a male client and trim his beard</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
2	F.4 Finish the job.	Quality criteria (choice of style consistent with client's physiognomy, uniform trim, careful contouring, etc.) Concern for client's satisfaction							
3	F Trim the beard.			5 Application of the technique 5.1 Proper preparation of beard 5.2 Careful contouring 5.3 Proper and safe handling of instruments 5.4 Overall examination of trim	25	5 10 5 5	P P P P		
GIVE A GRADUAL HAIRCUT TO A MALE CLIENT AND TRIM HIS BEARD (Block 8)									Duration: 10%
2	Recognize the importance of doing quality work.	Quality criteria for a layered men's haircut Quality criteria for a beard trim Speed of task execution Client's well-being Self-evaluation checklist Concern for detail and precision							
3	Give a gradual haircut to a male client and trim his beard.			Adoption of professional attitudes and behaviour					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

7

918 114 – GRADUAL MEN'S HAIRCUTS AND BEARD TRIMMING (Module 11)					Duration: 60 hours		
Statement of the competency: <i>Give a gradual haircut to a male client and trim his beard</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
				Good communication with client Observance of time limit: - gradual haircut - beard trim	10 5	10 5	P P
GIVE A GRADUAL HAIRCUT TO A MALE CLIENT AND TRIM HIS BEARD (Block 9)					Duration: 15%		
2	Work autonomously.	Research on techniques Development of psychomotor skills					
2	Adopt a reassuring attitude toward the client.	Active listening and stress management Self-assurance Explanation of techniques to the client					
2	Adapt a layered haircut or a beard trim to a client with a particular problem.	Adaptation of haircut or beard trim to abnormality (partial alopecia, scar, etc.)					
4	GIVE A GRADUAL HAIRCUT TO A MALE CLIENT AND TRIM HIS BEARD			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			
GIVE A GRADUAL HAIRCUT TO A MALE CLIENT AND TRIM HIS BEARD (Block 10)							
5	GIVE A GRADUAL HAIRCUT TO A MALE CLIENT AND TRIM HIS BEARD	Advanced activities aimed at developing the competency beyond the required standard for entry into the job market New hair cutting and beard trimming techniques					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

HAIRDRESSING (5745)

918 114 – GRADUAL MEN'S HAIRCUTS AND BEARD TRIMMING

(Module 11)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to give a gradual haircut and trim the beard of a male client with clean hair and beard who shows no contraindications, such as psoriasis or eczema. The suggested duration of the examination is one hour for the gradual haircut and forty-five minutes for the beard trim. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

Layered Haircut

For the gradual haircut, the candidate is required to first determine the client's expectations and note them on a data record card. The candidate should make sure that the client needs a full haircut. The candidate must take into account the hair density and hair stream. The candidates are required to demonstrate their ability to use two instruments, namely clippers and scissors. The use of an adaptor is not allowed. The candidates are expected to carry out the task by observing the cutting technique for men, namely:

- control of strand on the comb
- length of neckline consistent with client's wishes
- blended nape hair

and for the layered part of the haircut:

- determining the length of the guideline hair
- combing, smoothing and control of strand
- angle of strand

The evaluation will focus on the definition of the cut, application of the technique, the finishing touches and observance of the time limit.

Beard Trim

For the beard trim, the candidate must first determine the client's expectations by using a data record card on which to write information on the characteristics of the beard.

The candidates are required to carry out the task by applying the beard trimming technique. A straight razor may be used to clean around the beard but this is not evaluated for reasons of health and safety.

The evaluation will focus on examination of the beard, application of the beard trimming technique and observance of the time limit.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- a plastic cape
- a large-tooth comb
- a hair shaping comb
- a haircutting comb
- haircutting scissors
- thinning scissors
- clippers
- a spray bottle for water
- a mirror
- a blow dryer
- towels
- paper towels

PRODUCTS

The following products are required for the examination:

- shaving cream
- a disinfectant

4 SPECIAL INSTRUCTIONS

The time limit is calculated starting from criterion component 2 for the first part of the evaluation and from criterion component 5 for the second part.

The examiner must also be present when the candidate consults the client in order to evaluate criterion components 1.1 and 4.2.

The data record card should contain all the criterion components appearing on the evaluation form, namely 1.1, 1.2, 4.1 and 4.2.

The gradual haircut and the beard trim may be given to the same client or to two different clients.

Candidates who fail one of part of the examination will be required to re-do only the part they failed.

Candidates are required to observe the rules of hygiene, health and safety throughout the evaluation.

EVALUATION FORM

HAIRDRESSING 11 – Gradual Men's Haircuts and Beard Trimming Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 114 RESULT: PASS ☐ FAIL ☐
---	--

OBSERVATION		RESULT
	YES NO	
FIRST PART: Gradual Men's Haircut		
1 DETERMINATION OF THE GRADUAL CUT		
1.1	Accurate understanding of client's expectations	☐ ☐ 0 or 5
1.2	Accurate analysis of hair stream	☐ ☐ 0 or 5
2 APPLICATION OF THE TECHNIQUE		Start: ()
2.1	Proper and safe handling of instruments	
	Coordination of movements:	
	- comb/scissors	☐ ☐
	- comb/clippers	☐ ☐
	- protection of eyes and ears	☐ ☐
	- regular movements of instruments according to the layered haircut technique	☐ ☐ 0 or 10
	Error tolerance: one error in the handling of instruments provided the overall cut is satisfactory	
2.2	Observance of haircut angles	
	- thickness of strands	☐ ☐
	- observance of degree of angles	☐ ☐ 0 or 10
	Error tolerance: one error provided the overall cut is satisfactory	

OBSERVATION			RESULT
		YES NO	
2.3	Proper use of guideline		
	- observance of order of steps	☐	☐
	- continuity of guideline hair	☐	☐
	- uniform length	☐	☐
			0 or 10
3	FINISH		
3.1	Overall examination of haircut		
	- careful contouring	☐	☐
	- evenness of neckline	☐	☐
	- smooth appearance of layers	☐	☐
	- sides symmetrical	☐	☐
	- result consistent with the client's expectations	☐	☐
			0 or 10
	Error tolerance: one error provided the overall cut is satisfactory		
		End:	()
	Observance of time limit	☐	☐
			0 or 10
RESULT OF THE FIRST PART			/ 60
SECOND PART: Beard Trimming			
4	EXAMINATION OF BEARD	Start:	()
4.1	Identification of beard characteristics		
	- density	☐	☐
	- texture	☐	☐
	- hair stream	☐	☐
	- length	☐	☐
	- curl	☐	☐
			0 or 5

OBSERVATION			RESULT
		YES NO	
4.2	Choice of style consistent with client's morphology and physiognomy		
	- determination of expectations	☐ ☐	
	- suggestion for a style consistent with the characteristics appearing on the data record card	☐ ☐	0 or 5
5	APPLICATION OF THE TECHNIQUE		
5.1	Proper preparation of beard	☐ ☐	0 or 5
5.2	Careful contouring		
	- proper position of clippers	☐ ☐	
	- contouring consistent with client's wishes	☐ ☐	0 or 10
5.3	Proper and safe handling of instruments		
	- coordination of movements	☐ ☐	
	- protection of face	☐ ☐	0 or 5
5.4	Overall examination of trim		
	- symmetry of length	☐ ☐	
	- regular thickness	☐ ☐	
	- uniform trim (sideburns, beard and mustache)	☐ ☐	
	- result consistent with client's expectations	☐ ☐	
	- satisfaction of client	☐ ☐	0 or 5
		End:	()
	Observance of time limit	☐ ☐	0 or 5
RESULT OF SECOND PART			/ 40

FIRST PART RESULT / 60 Minimum mark: 45 Pass YESNO	SECOND PART RESULT / 40 Minimum mark: 30 Pass YESNO
Total: / 100 Minimum performance standard: 75 points and successful completion of the two parts	

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 127 – STANDARD PERMANENTS (Module 12)					Duration: 105 hours			
Statement of the competency: <i>Give a standard permanent</i>								
COMPETENCY		LEARNING			EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
<i>GIVE A STANDARD PERMANENT (Block 1)</i>								
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies						
<i>A. SEAT THE CLIENT (Block 2)</i>								<i>Duration: 5%</i>
2	A.1 Prepare the workstation.	Sanitation and hygiene standards Materials for giving a standard permanent and straightening hair Maintenance and operation of equipment and accessories		Proper setup of workstation in advance				
2	A.2 Prepare the client.	Method of seating the client Draping methods Observance of rules of hygiene Observance of the principles of ergonomics		Client properly seated for a permanent				
3	A Seat the client.							
<i>B. HAVE THE CLIENT EXPLAIN HIS OR HER EXPECTATIONS (Block 3)</i>								<i>Duration: 5%</i>
2	B.1 Listen to the client.	Techniques of active listening Observance of rules of courtesy when dealing with clients Amount of curl desired						
2	B.2 Make suggestions.	Suggestions consistent with needs						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 127 – STANDARD PERMANENTS (Module 12)							Duration: 105 hours				
Statement of the competency: <i>Give a standard permanent</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St	
3	B	Have the client explain his or her expectations.				1	Accurate understanding of client's expectations	15			
						1.1	Complete information on data record card			10	P
						1.2	Appropriate suggestions			5	P
C. EXAMINE THE HAIR AND SCALP (Block 4)										Duration: 10%	
2	C.1	Examine the hair and scalp.	Hair and scalp examination prior to giving a permanent or straightening hair Inclusion of observations on the data record card								
2	C.2	Recognize any contra-indications to the permanent and straightening the hair.	Contraindications to the permanent Consequences of giving a permanent or straightening hair in the case of contraindications Incompatible products (skin test, test strand) Possible allergic reactions								
3	C	Examine the hair and scalp.									

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 127 – STANDARD PERMANENTS (Module 12)					Duration: 105 hours		
Statement of the competency: <i>Give a standard permanent</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
D. CHOOSE THE EQUIPMENT AND PRODUCTS (Block 5)							
Duration: 20%							
2	D.1 Choose the products: - for the permanent - for straightening the hair	Cosmetology (history, principle, ingredients, etc.) Types of permanents (acid-balanced, alkaline lotions, etc.) Types of straightening agents Cosmetological features Factors influencing the choice of perm lotion (amount of curl depending on hairstyle) Factors influencing the choice of a straightening agent					
2	D.2 Choose the equipment.	Factors determining the width of the perm rods (amount of curl depending on hairstyle) Choice of diameter of rods Choice of materials for straightening the hair					
2	D.3 Choose products to equalize the porosity.	Products for preparing the hair (cleansing cream, etc.) Cosmetology of products for equalizing porosity (for the permanent and for straightening the hair) Factors determining the choice of products		Appropriate choice of cleansing cream and porosity equalizer			

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 127 – STANDARD PERMANENTS (Module 12)							Duration: 105 hours					
Statement of the competency: <i>Give a standard permanent</i>												
COMPETENCY			LEARNING			EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St		
3	D	Choose the equipment and products: - for the permanent - for straightening the hair			2	Choice of equipment and products	25					
					2.1	Appropriate choice of diameter of perm rods						
					2.2	Choice of solution consistent with the desired firmness of curls						
E. APPLY THE TECHNIQUE FOR GIVING A STANDARD PERMANENT (Block 6)										Duration: 25%		
2	E.1	Divide the hair into sections.	Division of hair into sections (basic, brick, winding spiral) Separation techniques (partings) for a permanent Blocking into subsections									
2	E.2	Wind the hair on perm rods.	Factors influencing the width and thickness of strands Quality criteria for winding the hair on the rods (solidity, tension, etc.) Methods of using end papers (smooth ends)									
2	E.3	Apply the chemical solutions.	Methods of applying the reducing agent and the neutralizing solution Sequence of steps Technique of applying the solution (dripping, quantity, etc.) Observance of safety and hygiene rules									

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 127 – STANDARD PERMANENTS (Module 12)							Duration: 105 hours				
Statement of the competency: <i>Give a standard permanent</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St	
2	E.4	Check the processing time.	Factors influencing the length of processing time Manufacturer's recommended processing time Methods of controlling the processing time (checking the amount of curl) Sources of heat								
2	E.5	Rinse and towel blot the rods.	Rinsing and towel-blotting techniques Purpose of rinsing and towel blotting								
3	E	Apply the technique for giving a standard permanent.				3	Technique for giving a standard permanent	25			
						3.1	Careful winding of hair on rods		10	P	
						3.2	Careful application of reducing agent and neutralizing solution		10	P	
						3.3	Verification the amount of curl		5	P	
APPLY THE TECHNIQUE FOR STRAIGHTENING HAIR (Block 7)										Duration: 5%	
2	F .1	Choose the appropriate technique.	Division of hair into sections Application methods (smoothing, etc.)								

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

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W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

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918 127 – STANDARD PERMANENTS (Module 12)						Duration: 105 hours		
Statement of the competency: <i>Give a standard permanent</i>								
COMPETENCY			LEARNING		EVALUATION			
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
2	F.2	Apply the technique for straightening the hair.	Factors influencing the width and thickness of strands Methods of applying the reducing agent and the neutralizing solution Order of steps in straightening hair Application technique (smoothing, dripping, sufficient quantity, etc.) Observance of hygiene rules		Appropriate choice of technique Careful application of the technique			
2	F.3	Check the processing time.	Manufacturer's recommended processing time Factors influencing the processing time					
2	F.4	Rinse and towel blot the rods.	Rinsing and towel-blotting technique Purpose of rinsing and towel blotting					
3	F	Apply the technique for straightening hair.			Observance of manufacturer's recommended processing time			
G. FINISH THE JOB (Block 8)								
						Duration: 5%		
2	G.1	Rinse and remove the rods.	Rinsing techniques (duration, quality) Methods of removing the rods Manufacturer's directions for rinsing and removing the rods					
2	G.2	Rinse and towel blot the rods.	Rinsing and towel-blotting techniques					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

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HAIRDRESSING (5745)

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918 127 – STANDARD PERMANENTS (Module 12)						Duration: 105 hours		
Statement of the competency: <i>Give a standard permanent</i>								
COMPETENCY		LEARNING			EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
2	G.3 Apply the conditioner	Selection of conditioner according to the characteristics of the hair Importance of using a conditioner after giving a permanent or straightening the hair		Proper application of conditioner				
2	G.4 Make sure the client is satisfied.	Concern for the client's satisfaction Tips for maintaining the permanent Inclusion of information on the data record card (solution, processing time, comments, etc.)		Good advice on how to maintain the permanent				
3	G Finish the job.			4 Final step of permanent 4.1 Thorough rinsing 4.2 Careful removal of perm rods 4.3 Amount of curl consistent with result sought	25	5 5 15	P P P	
GIVE A STANDARD PERMANENT (Block 9)						Duration: 10%		
2	Recognize the importance of doing quality work.	Quality criteria for giving a permanent and straightening hair Speed of task execution Manual dexterity Client's well-being Self-evaluation checklist Concern for detail and precision						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

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918 127 – STANDARD PERMANENTS (Module 12)					Duration: 105 hours		
Statement of the competency: <i>Give a standard permanent</i>							
COMPETENCY		LEARNING		EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
3	Give a standard permanent.			Observance of rules of hygiene, health and safety Adoption of professional attitudes and behaviour Good communication with client Observance of time limit Clear concern for client's well-being	10	10	P
<i>GIVE A STANDARD PERMANENT (Block 10)</i>							
2	Work autonomously.	Research on techniques and products Development of psychomotor skills					
2	Adopt a reassuring attitude toward the client.	Active listening and stress management Self-assurance Explanations to the client on techniques and products					
2	Meet the needs of a client requiring a particular type of permanent.	Dermatoses of the scalp (eczema, psoriasis, etc.) Excessively porous hair Respect for clients					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

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918 127 – STANDARD PERMANENTS (Module 12)					Duration: 105 hours		
Statement of the competency: <i>Give a standard permanent</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
4	GIVE A STANDARD PERMANENT			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			
<i>GIVE A STANDARD PERMANENT (Block 11)</i>							
5	GIVE A STANDARD PERMANENT	Activities that improve the ability to work quickly More complex wrapping patterns (directional wrapping, partial, etc.)					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 127 – STANDARD PERMANENTS (Module 12)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to give a standard permanent. The suggested duration of the examination is two hours, starting from step 3 (technique for giving a permanent). Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in giving a standard permanent to a client. The candidate is required to separate the hair into sections (basic or winding spiral) and use regular perm rods as well as an alkaline or acid-balanced lotion. The candidate is also required to check the hair for the desired amount of curl at regular intervals during the processing time. The client must have short to moderately long hair and show no contraindications such as excessively porous hair, hair that has been coloured with an incompatible product, sores, etc. The candidate will be assigned a client at random; 90% of the client's hair must be wound on the perm rods. The client must not give the candidate any information on the materials and products normally used on his or her hair.

The candidate must first perform a hair and scalp examination using a data record card (criterion component 1.1) and then determine the client's expectations for the amount of curl (loose, moderate firm, firm) and type of hairstyle (wash-and-wear, set, styled).

The examiner must be present when the candidate consults the client, in order to evaluate criterion component 1.2, and also at the end, in order to evaluate whether the amount of curl is consistent with the client's wishes (criterion component 4.3). The strength of the perm solution and the size of the perm rods must be consistent with the information on the data record card, the amount of curl desired and the hairstyle.

The evaluation will focus on determination of the client's expectations, the choice of materials and products, the technique for giving a permanent, the final touches and observance of the time limit. The candidate may use no documentation other than the manufacturer's directions. Special attention should be paid to whether the candidate displays professional attitudes and behaviour throughout the examination.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- butterfly clips
- combs
- an applicator bottle
- a timer
- a mirror
- a plastic cape
- a spray bottle for water
- towels
- paper towels
- straight rods
- end papers
- plastic caps
- a dryer
- diffuser

PRODUCTS

The following products are required for the examination:

- an alkaline perm lotion
- an acid-balanced perm lotion (with processing time)
- a protective cream
- cotton coil
- a disinfectant
- a porosity equalizer

4 SPECIAL INSTRUCTIONS

Perm solutions with a predetermined processing time may not be used.

At this stage in their training, the candidates must follow all the steps involved in the technique for giving a standard permanent.

The use of accelerating machines is not permitted.

The use of elastic supports is not permitted.

Candidates are required to observe the rules of hygiene, health and safety throughout the evaluation.

EVALUATION FORM

HAIRDRESSING 12 – Standard Permanents Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 127 RESULT: PASS ☐ FAIL ☐
---	--

OBSERVATION		RESULT
	YES NO	
1	ACCURATE UNDERSTANDING OF CLIENT'S EXPECTATIONS	
1.1	Complete information on data record card	
	Proper examination of the characteristics of the scalp	☐ ☐
	Proper examination of the characteristics of the hair:	
	- porosity	☐ ☐
	- elasticity	☐ ☐
	- tone	☐ ☐
	- texture	☐ ☐
	- colouring	☐ ☐
	- length	☐ ☐
		0 or 10
1.2	Appropriate suggestions	
	- appropriate questions	☐ ☐
	- clarification of amount of curl desired by client	☐ ☐
	- professional attitudes and behaviour	☐ ☐
		0 or 5

OBSERVATION			RESULT
	YES	NO	
2	CHOICE OF EQUIPMENT AND PRODUCTS		
2.1	Appropriate choice of diameter of perm rods		
	- consideration of information on data record card	☐ ☐	
	- choice of perm rods consistent with amount of curl desired	☐ ☐	0 or 10
2.2	Choice of solution consistent with the desired firmness of curls		☐ ☐ 0 or 15
3	TECHNIQUE FOR GIVING A STANDARD PERMANENT		Start: ()
3.1	Careful winding of hair on rods		
	- precise separation of hair into sections	☐ ☐	
	- width and thickness of strands consistent with perm rods	☐ ☐	
	- placement of strand in end paper	☐ ☐	
	- angle of strand perpendicular to scalp	☐ ☐	
	- regular tension	☐ ☐	0 or 10
	Error tolerance: one error in winding the hair provided the overall job is satisfactory		
3.2	Careful application of reducing agent and neutralizing solution		
	- observance of rules of hygiene, health and safety	☐ ☐	
	- even distribution of solutions on each strand	☐ ☐	0 or 10
3.3	Verification of the amount of curl		
	- checking at regular intervals	☐ ☐	
	- processing time consistent with the amount of curl desired and the manufacturer's directions	☐ ☐	0 or 5

OBSERVATION			RESULT
YES NO			
4	FINAL STEP OF PERMANENT		
4.1	Thorough rinsing		
	- through rinsing without splashing	☐ ☐	
	- adequate towel blotting	☐ ☐	0 or 5
4.2	Careful removal of perm rods	☐ ☐	0 or 5
4.3	Amount of curl consistent with result sought		
	- no elastic marks which could cause hair breakage	☐ ☐	
	- no brittle ends	☐ ☐	
	- amount of curl even and consistent with result sought	☐ ☐	0 or 15
		End:	()
	Observance of time limit	☐ ☐	0 or 10
Total:			/100
Minimum performance standard: 80 points			

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 138 – COLOURING HAIR (Module 13)					Duration: 120 hours		
Statement of the competency: <i>Colour hair</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
COLOUR HAIR (Block 1)							
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies					
A. GREET AND SEAT THE CLIENT (Block 2)							
Duration: 5%							
2	A.1 Set up the workstation in advance.	Sanitation and hygiene standards Equipment needed for a hair colouring Maintenance and operation of equipment and accessories		Proper setup of workstation in advance			
2	A.2 Greet the client.	Professional attitudes and greeting Personalized greeting Rules of courtesy when greeting clients Appropriate level of language		Professional greeting			
2	A.3 Prepare the client.	Method of seating the client Draping method Observance of the rules of hygiene Observance of the principles of ergonomics		Client properly seated for a hair colouring			
3	A Greet and seat the client.						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 138 – COLOURING HAIR (Module 13)						Duration: 120 hours		
Statement of the competency: <i>Colour hair</i>								
COMPETENCY		LEARNING			EVALUATION			
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
B. EXAMINE THE HAIR AND SCALP (Block 3)								
Duration: 15%								
2	B.1	Examine the hair and scalp.	Hair and scalp examination prior to colouring the hair Inclusion of observations on the data record card		Proper examination of hair and scalp			
2	B.2	Recognize the level of natural colour.	Colour wheel Colour selection chart International colour scale Percentage of white hair Integration of concepts learned (case study)					
2	B.3	Recognize levels of natural and artificial pigmentation.	Natural hair colour (diffused, granular) Artificial hair colour Dominance of natural and artificial colour Case studies					
2	B.4	Identify the highlights.	Warm and cool highlights (on hair strands) Influence of hair colour on highlights Case studies		Accurate identification of highlights			

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

3

918 138 – COLOURING HAIR (Module 13)							Duration: 120 hours			
Statement of the competency: <i>Colour hair</i>										
COMPETENCY			LEARNING		EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria		W _I	W _C	St	
3	B	Examine the hair and scalp.			1	Examination of the hair for the purposes of colouring	15			
					1.1	Accurate recording of the percentage of white hair on the data record card		5	P	
					1.2	Accurate recognition of level of artificial colour		10	P	
C. CHOOSE THE COLOUR (Block 4)									Duration: 10%	
2	C.1	Determine the client's expectations.	Technique of active listening Observance of rules of courtesy when dealing with clients							
2	C.2	Suggest a colour.	Cosmetology of colour History (types of hair colour, ingredients, features, etc.) Recognition of original colour and/or percentage of white hair Appropriate suggestions Inclusion of observations on data record card							
3	C	Choose the colour.			2	Choice of colour	15			
					2.1	Accurate understanding of client's expectations		5	P	
					2.2	Appropriate suggestions		10	P	

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

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918 138 – COLOURING HAIR (Module 13)					Duration: 120 hours		
Statement of the competency: <i>Colour hair</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
D. CHOOSE THE PRODCUTS AND EQUIPMENT (Block 5) Duration: 5%							
2	D.1 Prepare the formula.	Selection of colouring products Selection of oxidizing agent Quantity and dose of products according to the density of the hair Use of hair colouring software		Preparation of a sufficient quantity for the density of the hair			
2	D.2 Prepare the equipment.	Choice of equipment according to the technique (graduated applicator, brush, development machines, etc.)		Proper choice of equipment			
3	D Choose the products and equipment.			3 Choice of products 3.1 Proper choice of colouring products and oxidizing agent 3.2 Preparation of mixture	15	10 5	P P
E. APPLY THE COLOURING TECHNIQUE (Block 6) Duration: 30%							
2	E.1 Prepare the hair.	Steps prior to colouring (detangling, clarifying shampoo, etc.) Separation of hair into sections Separation technique (partings) Simulation on wig blocks					
2	E.2 Prepare the colouring products.	Preparation technique for colouring products Manufacturer's instructions for product preparation					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

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918 138 – COLOURING HAIR (Module 13)							Duration: 120 hours				
Statement of the competency: <i>Colour hair</i>											
COMPETENCY			LEARNING		EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria		W _I	W _C	St		
2	E.3	Apply the colouring products.	Width and thickness of strands Proper sequence of operations Quality criteria for application of the colouring products								
2	E.4	Check the development time.	Factors influencing the development time Observance of manufacturer's recommended development time Method of controlling the development time (test strand) Source of heat								
3	E	Apply the colouring technique.			4	Careful application of colouring	25				
					4.1	Proper preparation of hair				5	P
					4.2	Proper application of technique				15	P
					4.3	Accurate timing of development				5	5
F. FINISH THE JOB (Block 7)											
Duration: 10%											
2	F.1	Massage the colour.	Massage technique (energetic and complete manipulations, duration, etc.) Purpose								

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

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918 138 – COLOURING HAIR (Module 13)						Duration: 120 hours		
Statement of the competency: <i>Colour hair</i>								
COMPETENCY			LEARNING		EVALUATION			
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
2	F.2	Rinse the colouring residue.	Emulsion techniques (water, friction) Elimination of residue Rinsing method Products for fixing the colour (according to manufacturer's instructions)		Finishing consistent with products used			
2	F.3	Make sure the client is satisfied.	Colour consistent with result sought Concern for client's satisfaction Tips for maintaining hair colour Inclusion of information on the data record card (formulas, comments)		Appropriate suggestions about how to maintain the hair colour Inclusion on the data record card			
3	F	Finish the job.			5 5.1 5.2 5.3 5.4 Final steps of the colouring Careful massage Proper colour emulsions No residue Colour consistent with result sought	25	5 5 5 10	P P P P

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

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918 138 – COLOURING HAIR (Module 13)					Duration: 120 hours		
Statement of the competency: <i>Colour hair</i>							
COMPETENCY		LEARNING		EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
COLOUR HAIR (Block 8)					Duration: 10%		
2	Recognize the importance of doing quality work.	Quality criteria for colouring hair Speed of task execution Manual dexterity Client's well-being Self-evaluation checklist Concern for detail and precision					
3	Colour hair.			Observance of rules of hygiene, health and safety Adoption of professional attitudes and behaviour Good communication with client Observance of sequence of operations Observance of manufacturer's instructions for the products used Clear concern for client's well-being Observance of time limit	5	5	P
COLOUR HAIR (Block 9)					Duration: 15%		
2	Work autonomously.	Research on techniques and products					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

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918 138 – COLOURING HAIR (Module 13)					Duration: 120 hours		
Statement of the competency: <i>Colour hair</i>							
COMPETENCY		LEARNING		EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
2	Adopt a reassuring attitude toward the client.	Active listening and stress management techniques Self-confidence Explanations on techniques and products to the client					
2	Recognize particular cases.	Common problems Specific techniques (extreme porosity, excessive fading) Tact					
4	COLOUR HAIR			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			
COLOUR HAIR (Block 10)							
5	COLOUR HAIR	Activities aimed at fostering the student's ability to develop colouring formulas (educational games, case studies)					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 138 – COLOURING HAIR (Module 13)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to colour hair. The suggested duration of the examination is two hours, starting from the time the colour is applied. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in giving a permanent hair colouring to a client whose hair is at least half white with new growth of between 1.5 cm and 2.5 cm and permanent colouring on the remaining hair. The hair and scalp must show no contraindication such as excessive porosity, incompatible colouring product, allergy, etc. The task must be carried out using a hair colour chart and the necessary products and equipment.

Candidates must be provided with a data record card on which to write information on the hair and scalp (criterion components 1.1 and 1.2). The candidate is expected to determine the client's expectations in the presence of the examiner, so that criterion components 2.1, 2.2 and 5.4 can be evaluated. No documentation other than the manufacturer's instructions may be used.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- towels
- paper towels
- combs
- an applicator
- a brush
- a colouring bowl
- a timer
- protective gloves
- a hand mirror
- a tint cape
- an apron
- hair colour charts

PRODUCTS

The following products are required for the examination:

- a disinfectant
- a protective cream
- different oxidizing agents
- oxygenated water (10-20-30 vol.)
- a product for removing tint stains
- talcum powder

4 SPECIAL INSTRUCTIONS

Candidates must work on clients with whose file they are not already familiar.

At this point in their training, candidates are required to follow all the steps in the hair colouring procedure.

The use of appliances for reducing the development time is not permitted.

The data record card must include criterion components 1.1, 1.2, 2.1, 2.2, 3.1 and 3.2.

Candidates are required to observe the rules of hygiene, health and safety throughout the evaluation.

EVALUATION FORM

HAIRDRESSING	Program code: 5745
13 – Colouring Hair	Module code: 918 138
Candidate's name: _____	
School: _____	RESULT:
Permanent code: _____	PASS FAIL
Date of examination: _____	☐ ☐
Examiner's signature: _____	

OBSERVATION		RESULT
	YES NO	
1	EXAMINATION OF THE HAIR FOR THE PURPOSES OF COLOURING	
1.1	Accurate recording of the percentage of white hair on the data record card	☐ ☐ 0 or 5
1.2	Accurate recognition of level of artificial colour	
	- level of colour on shafts and ends	☐ ☐
	- foundation of artificial colour	☐ ☐
	- highlights on shafts and ends	☐ ☐ 0 or 10
2	CHOICE OF COLOUR	
2.1	Accurate understanding of client's expectations	
	- identification of colour desired	☐ ☐
	- respect for the client's opinion	☐ ☐ 0 or 5
2.2	Appropriate suggestions	
	- suggestion of a colour that takes into account the current hair colour	☐ ☐ 0 or 10

OBSERVATION			RESULT
	YES	NO	
3	CHOICE OF PRODUCTS		
3.1	Proper choice of colouring products and oxidizing agent (formula)	☐ ☐	0 or 10
3.2	Preparation of mixture		
	- Dose	☐ ☐	
	- homogeneity	☐ ☐	
	- quantity	☐ ☐	0 or 5
	Error tolerance: one tone provided the highlights are consistent with the result sought		
4	CAREFUL APPLICATION OF COLOURING	Start:	()
4.1	Proper preparation of hair		
	- tangles removed gently	☐ ☐	
	- hair neatly divided into four sections	☐ ☐	
	- application of a protective cream	☐ ☐	0 or 5
4.2	Proper application of technique		
	- proper choice of width and thickness of strands	☐ ☐	
	- steps carried out in order	☐ ☐	
	- adequate quantity of colouring applied to new growth	☐ ☐	
	- neatness of application	☐ ☐	
	- extension from scalp through to ends	☐ ☐	0 or 15
	Error tolerance: one error in application of the technique provided the overall job is satisfactory		
4.3	Accurate timing of development		
	- test strand	☐ ☐	
	- test strand checked at regular intervals	☐ ☐	
	- observance of manufacturer's development times	☐ ☐	0 or 5

OBSERVATION		YES		NO		RESULT
5	FINAL STEPS OF THE COLOURING					
5.1	Careful massage	☐	☐			0 or 5
5.2	Proper colour emulsions	☐	☐			0 or 5
5.3	No residue	☐	☐			0 or 5
					End:	()
5.4	Colour consistent with result sought					
	- colour identical to desired colour	☐	☐			
	- colour even from new growth through to ends	☐	☐			0 or 10
	Error tolerance: one error provided the overall job is satisfactory					
	Observance of time limit	☐	☐			0 or 5
Total:						/ 100
Minimum performance standard: 80 points						

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 154 – PASTEL COLOURING (Module 14)					Duration: 60 hours			
Statement of the competency: <i>Colour hair in pastel shades</i>								
COMPETENCY		LEARNING		EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
COLOUR HAIR IN PASTEL SHADES (Block 1)								
	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies						
A. GREET AND SEAT THE CLIENT (Block 2)								Duration: 5%
2	A.1 Greet the client.	Professional attitudes and greeting Personalized greeting Rules of courtesy for greeting clients Appropriate level of language		Professional greeting Appropriate language				
2	A.2 Seat the client.	Method of seating client Draping method Observance of rules of hygiene Observance of the principles of ergonomics		Proper setup of workstation in advance Client comfortably seated				
3	A Greet and seat the client.							
B. EXAMINE THE HAIR AND SCALP (Block 3)								Duration: 5%
2	B.1 Examine the hair and scalp.	Hair and scalp examination prior to pastel colouring (criterion components covered in competency 3) Recognition of natural and artificial colour and foundations		Proper examination of hair and scalp Appropriate observations				

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

2

918 154 – PASTEL COLOURING (Module 14)								Duration: 60 hours		
Statement of the competency: <i>Colour hair in pastel shades</i>										
COMPETENCY			LEARNING			EVALUATION				
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St
2	B.2	Record information on the data record card.	Recording of observations on the data record card Consideration of specific characteristics			Complete information on the data record card				
3	B	Examine the hair and scalp.				1	Examination of hair and scalp	10		
						1.1	Accurate identification of characteristics of hair and scalp		10	P
C. CHOOSE THE TECHNIQUE: FOR CAP METHOD OR RETOUCHING (Block 4)										
Duration: 10%										
2	C.1	Determine the client's expectations.	Active listening techniques Pertinent suggestions Observance of rules of courtesy when dealing with clients							
2	C.2	Describe the bleaching and colouring techniques.	Criteria for using the technique based on the characteristics of the client's hair (cap method, full head, retouching) Quality criteria for cap method (quantity, thickness, etc.) Quality criteria for overall bleaching							
3	C	Choose the technique: - for cap method - retouching				2	Choice of technique	15		
						2.1	Accurate understanding of client's expectations		10	P
						2.2	Proper choice of method		5	P

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

3

918 154 – PASTEL COLOURING (Module 14)							Duration: 60 hours					
Statement of the competency: <i>Colour hair in pastel shades</i>												
COMPETENCY			LEARNING			EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St			
D. CHOOSE THE PRODUCTS AND EQUIPMENT (Block 5)										Duration: 5%		
2	D.1	Describe the colouring and bleaching products.	Types of products (bleaching agents, pastel tints) Factors influencing the choice and strength of products Cosmetology (ingredients, features, etc.)			Proper choice of products						
2	D.2	Describe the bleaching and colouring equipment.	Types of caps, hooks, etc.			Proper choice of equipment						
3	D	Choose the products and equipment.										
E. APPLY THE CAP METHOD (Block 6)										Duration: 15%		
2	E.1	Prepare the hair.	Preliminary steps (detangling, shampooing, etc.) Factors influencing the choice of strands (density, texture, etc.)									
2	E.2	Apply the technique properly.	Method of putting the cap on client Method of handling the hook Simulation on wig blocks (speed, width, etc.) Proper sequence of operations Quality criteria (width, quantity, distribution, etc.)									

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

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HAIRDRESSING (5745)

4

918 154 – PASTEL COLOURING (Module 14)							Duration: 60 hours				
Statement of the competency: <i>Colour hair in pastel shades</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St	
3	E	Apply the cap method.				3	Cap method	25			
						3.1	Careful preparation of hair		10	P	
						3.2	Proper application of method		15	P	
F. APPLY THE BLEACHING TECHNIQUE (Block 7)										Duration: 15%	
2	F.1	Prepare the bleaching products.	Manufacturer's instructions for preparing the products Technique for preparing the products (quantity, homogeneity, etc.)								
2	F.2	Apply the bleaching products.	Types of application (brush, applicator) Quality criteria relative to product application (dose, etc.)								
2	F.3	Finish the bleaching job.	Development time Achievement of foundation Technique of rinsing residues								
3	F	Apply the bleaching technique.				4	Application of bleaching technique	25			
						4.1	Careful preparation of product		5	P	
						4.2	Careful application of product		5	P	

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

5

918 154 – PASTEL COLOURING (Module 14)							Duration: 60 hours			
Statement of the competency: <i>Colour hair in pastel shades</i>										
COMPETENCY		LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria		W _I	W _C	St	
					4.3	Achievement of pigmentation required to apply the pastel colouring		10	P	
					4.4	No bleaching product residue		5	P	
G. APPLY THE PASTEL COLOURING TECHNIQUE (Block 8)										Duration: 15%
2	G.1	Prepare the pastel colouring products.	Manufacturer's instructions for preparing the products Technique for preparing the products (quantity, homogeneity)							
2	G.2	Apply the pastel formula.	Technique of applying the pastel colouring Methods for controlling the development time		Careful application of product Accurate timing of development					
2	G.3	Finish the pastel colouring.	Inclusion of information on the client's data record card Concern for the client's satisfaction							
3	G	Apply the pastel colouring technique.			5	Application of pastel colouring technique	15			
					5.1	Accurate preparation of pastel formula		5	P	
					5.2	Result consistent with desired colour		10	P	
H. FINISH THE JOB (Block 9)										Duration: 5%
2	H.1	Collate the information.	Inclusion of information on the pastel colouring formula on the client's data record card		Inclusion of all information on client's data record card					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

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HAIRDRESSING (5745)

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918 154 – PASTEL COLOURING (Module 14)						Duration: 60 hours			
Statement of the competency: <i>Colour hair in pastel shades</i>									
COMPETENCY			LEARNING			EVALUATION			
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St
2	H.2	Make sure the client is satisfied.	Client's satisfaction			Clear concern for client's satisfaction			
3	H	Finish the job.							
COLOUR HAIR IN PASTEL SHADES (Block 10)									Duration: 10%
2	Recognize the importance of doing quality work.		Quality criteria for bleaching and colouring hair in pastel shades Ability to do the work Manual dexterity Client's well-being Concern for detail and precision						
3	Colour hair in pastel shades.					Observance of rules of hygiene, health and safety Adoption of professional attitudes and behaviour Good communication with client Observance of sequence of operations Observance of time limit Clear concern for client's well-being	10	10	P
COLOUR HAIR IN PASTEL SHADES (Block 11)									Duration: 15%
2	Work autonomously.		Research on techniques and products.						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

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918 154 – PASTEL COLOURING (Module 14)					Duration: 60 hours		
Statement of the competency: <i>Colour hair in pastel shades</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
2	Adopt a reassuring attitude toward the client.	Active listening and stress management Self-confidence Explanation of techniques and products to the client					
2	Meet the needs of a client requiring a particular pastel colouring.	Hair with an accumulation of ferrous residues Hair coloured with products containing mineral salts.					
4	COLOUR HAIR IN PASTEL SHADES			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			
COLOUR HAIR IN PASTEL SHADES (Block 12)							
5	COLOUR HAIR IN PASTEL SHADES	Activities aimed at developing the student's ability to create pastel shades (colour - fashion, weaving, placing strands in foil, etc.)					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

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HAIRDRESSING (5745)

918 154 – PASTEL COLOURING (Module 14)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to colour hair in pastel shades. The client's hair must not show any contraindications. The suggested duration of the examination is two hours and thirty minutes, starting from the time the cap method is applied. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

To make it easier to find a client, the pastel colouring will not be done on all the hair. Instead, the cap method with bleaching will be used. The task consists in applying the cap method to virgin or coloured hair without new growth on a client requiring a global—not a partial—lightening treatment. The treatment may also be performed on prelightened hair with new growth of at least 5 cm by using the cap method to retouch the strands (criterion component 4.2).

For the cap method, the candidates are required to:

- prepare the hair
- put the cap on the client
- pull out the strands
- carefully detangle the strands
- prepare and apply the bleaching agent
- achieve the desired level of pigmentation (foundation)
- clean the bleaching agent
- check the test strands
- apply the pastel colouring

The candidate must begin by determining the client's expectations:

- the desired shade using a colour chart
- the thickness of the strands
- the quantity of strands

All the information will be recorded on a data record card which also contains the results of the hair and scalp examination (criterion component 1.1). In order to better evaluate criterion components 2.1 and 5.2, the examiner will be present when the candidate consults the client.

Candidates are expected to prepare the bleaching and colouring products according to the manufacturer's instructions and by taking into account the level of pigmentation (foundation), the result sought and the hair and scalp examination.

Candidate are required to have the bleaching formula and the colouring formula checked before bleaching and colouring their client's hair.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- hairbrushes and combs
- a perforated cap
- hooks of different sizes
- a transparent plastic cap
- a tint cape
- colour charts (colour and level of pigmentation)
- protective gloves
- paper towels
- towels
- a timer
- a colouring bowl
- a brush
- a spray bottle for water
- a graduated bottle

PRODUCTS

The following products are required for the examination:

- bleaching products
- different pastel colouring products
- oxygenated water
- a releaser
- a porosity stabilizer
- a porosity equalizer
- a disinfectant
- a conditioner

4 SPECIAL INSTRUCTIONS

Personal notes may not be used.

Candidates must observe the manufacturer's instructions when using pastel colouring products.

For the evaluation of criterion component 3.1 (preparation of hair), the item "cap properly put on client" must be evaluated for both the transparent plastic cap and the perforated cap.

Candidates are required to display professional attitudes and behaviour throughout the evaluation.

Candidates are required to observe the rules of hygiene, health and safety throughout the evaluation.

EVALUATION FORM

HAIRDRESSING 14 – Pastel Colouring Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 154 RESULT: PASS ☐ FAIL ☐
--	--

OBSERVATION		RESULT
	YES NO	
1 EXAMINATION OF HAIR AND SCALP		
1.1 Accurate identification of hair and scalp		
- density of hair	☐	☐
- texture of hair	☐	☐
- porosity of hair	☐	☐
- * natural or artificial colour	☐	☐
- * level of colour and highlights	☐	☐
Error tolerance: one error for the items not marked with an asterisk		0 or 10
2 CHOICE OF TECHNIQUE		
2.1 Accurate understanding of client's expectations		
- complete and pertinent information for cap technique (quantity and distribution of strands)	☐	☐
- choice of pastel shade in accordance with the client's wishes	☐	☐
		0 or 10
2.2 Proper choice of method	☐	☐
		0 or 5

OBSERVATION			RESULT
	YES	NO	
3	CAP METHOD		Start: ()
3.1	Careful preparation of hair		
	- thorough detangling	☐	☐
	- hair properly directed to reveal hairline	☐	☐
	- cap properly put on client	☐	☐
			0 or 10
3.2	Proper application of method		
	- hook handled properly, without pulling the hair or irritating the scalp	☐	☐
	- proper sequence of operations	☐	☐
	- balanced distribution of strands consistent with result sought	☐	☐
	- thickness of strands consistent with result sought	☐	☐
	- strands smooth and with no tangles	☐	☐
			0 or 15
4	APPLICATION OF BLEACHING TECHNIQUE		
4.1	Careful preparation of product (oxidizing agent/bleaching agent)	☐	☐
			0 or 5
4.2	Careful application of product	☐	☐
			0 or 5
4.3	Achievement of pigmentation required to apply the pastel colouring		
	- uniformity of bleaching	☐	☐
	- precise pigmentation for successful pastel colouring	☐	☐
	- regular checking of action of product	☐	☐
			0 or 10
4.4	No bleaching product residue	☐	☐
			0 or 5

OBSERVATION		YES NO		RESULT
5	APPLICATION OF PASTEL COLOURING TECHNIQUE			
5.1	Accurate preparation of pastel formula	☐	☐	0 or 5
5.2	Result consistent with desired colour			
	- observance of development time	☐	☐	
	- result consistent with client's wishes	☐	☐	
	- observance of the rules of hygiene, health and safety	☐	☐	0 or 10
			End:	()
	Observance of time limit	☐	☐	0 or 10
Total:				/100
Minimum performance standard: 80 points				

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 166 – COLOUR CORRECTION (Module 15)					Duration: 90 hours		
Statement of the competency: <i>Do a colour correction</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
<i>DO A COLOUR CORRECTION (Block 1)</i>							
	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies					
<i>A. GREET AND SEAT THE CLIENT (Block 2)</i>							
<i>Duration: 5%</i>							
2	A.1 Set up the workstation.	Sanitation and hygiene standards Equipment needed to do a colour correction Maintenance and operation of equipment and accessories		Setup of workstation in advance			
2	A.2 Greet the client.	Professional attitudes and greeting Personalized greeting Rules of courtesy when greeting clients Appropriate level of language		Professional greeting Appropriate language			
2	A.3 Seat the client.	Method of seating client Draping method Observance of the rules of hygiene Observance of the principles of ergonomics		Client comfortably seated			
3	A Greet and seat the client.						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

2

918 166 – COLOUR CORRECTION (Module 15)							Duration: 90 hours					
Statement of the competency: <i>Do a colour correction</i>												
COMPETENCY		LEARNING			EVALUATION							
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St				
B. EXAMINE THE HAIR AND SCALP (Block 3)										Duration: 10%		
2	B.1	Examine the hair and scalp.	Examination of hair and scalp prior to colour correction		Appropriate observations							
2	B.2	Record information on the data record card.	Inclusion of observations on the data record card									
3	B	Examine the hair and scalp.			1 Examination of hair and scalp 1.1 Inclusion of all information on client’s data record card	10	10	P				
C. CHOOSE THE TECHNIQUE (Block 4)										Duration: 10%		
2	C.1	Determine the client's expectations.	Technique of active listening Suggestions appropriate to the client's wishes Rules of courtesy to observe when dealing with clients (see competency 9)		Accurate understanding of client's expectations							
2	C.2	Describe colour correction techniques.	Precolouring techniques Tint removal technique Selection criteria for the technique									
3	C	Choose the technique.			2 Choice of colour correction technique 2.1 Proper choice of technique based on the client's expectations	15	15	P P				

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

3

918 166 – COLOUR CORRECTION (Module 15)							Duration: 90 hours					
Statement of the competency: <i>Do a colour correction</i>												
COMPETENCY			LEARNING			EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St			
D. CHOOSE THE PRODUCTS AND EQUIPMENT (Block 5)										Duration: 5%		
2	D.1	Determine the characteristics of the products.	Cosmetology of products Types of precolouring products Types of colour removers Section criteria for products according to the technique chosen and results sought			Proper choice of products						
2	D.2	Choose the equipment.	Types of equipment Selection criteria for equipment			Proper choice of equipment						
3	D	Choose the products and equipment.										
E. APPLY THE COLOUR CORRECTION TECHNIQUE (Block 6)										Duration: 30%		
2	E.1	Prepare the colour correction products.	Manufacturer's instructions for the products used Product preparation techniques (product mixture) Technique of using the equipment depending on the treatment to be given									
2	E.2	Prepare the hair.	Separation of hair Width and thickness of strands									

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

4

918 166 – COLOUR CORRECTION (Module 15)							Duration: 90 hours		
Statement of the competency: <i>Do a colour correction</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
2	E.3	Apply the products.	Proper sequence of operations and rules of hygiene Development time Quality criteria for application		Accurate determination of development time				
2	E.4	Finish the colour correction.	Achievement of pigmentation needed for the colour treatment Colour correction steps depending on subsequent treatments Manufacturer's instructions						
3	E	Apply the colour correction technique.			3 Colour correction technique 3.1 Product preparation consistent with technique chosen 3.2 Proper application 3.3 Achievement of level of pigmentation	40	5 20 15	P P P	
F. APPLY THE COLOURING TECHNIQUE ON THE COLOUR CORRECTION (Block 7)									Duration: 10%
2	F.1	Prepare the colouring products.	Product preparation techniques		Observance of method for preparing products				
2	F.2	Prepare the hair.	Separation of hair into quarters						
2	F.3	Apply the products.	Proper sequence of operations Development time Quality criteria for application						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

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918 166 – COLOUR CORRECTION (Module 15)						Duration: 90 hours			
Statement of the competency: <i>Do a colour correction</i>									
COMPETENCY			LEARNING			EVALUATION			
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St
3	F	Apply the colouring technique on the colour correction.				4 Colouring technique 4.1 Achievement of desired colour	25	25	P
<i>G. FINISH THE JOB (Block 8)</i>									<i>Duration: 5%</i>
2	G.1	Record information on the data record card.	Inclusion of information on colouring mixture on client's data record card			Inclusion of all information on client's data record card			
2	G.2	Make sure the client is satisfied.	Client's satisfaction			Client's satisfaction			
3	G	Finish the job.							
<i>DO A COLOUR CORRECTION (Block 9)</i>									<i>Duration: 10%</i>
2	Recognize the importance of doing quality work.		Quality criteria for the colour correction Speed of task execution Manual dexterity Client's well-being Concern for detail and precision						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

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HAIRDRESSING (5745)

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918 166 – COLOUR CORRECTION (Module 15)					Duration: 90 hours		
Statement of the competency: <i>Do a colour correction</i>							
COMPETENCY		LEARNING		EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
3	Do a colour correction.			Observance of rules of hygiene, health and safety Adoption of professional attitudes and behaviour Good communication with client Observance of sequence of operations Observance of manufacturer's instructions Observance of time limit	10	10	P
<i>DO A COLOUR CORRECTION (Block 10)</i>							
2	Work autonomously.	Research on techniques and products					
2	Adopt a reassuring attitude toward the client.	Active listening and stress management Self-confidence Explanation of techniques and products to the client					
2	Meet the needs of a client requiring a particular colour correction.	Hair with an accumulation of ferrous residues Hair coloured with products containing metallic salts					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

7

918 166 – COLOUR CORRECTION (Module 15)							Duration: 90 hours	
Statement of the competency: <i>Do a colour correction</i>								
COMPETENCY		LEARNING			EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
4	DO A COLOUR CORRECTION			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies				
<i>DO A COLOUR CORRECTION (Block 11)</i>								
5	DO A COLOUR CORRECTION	Activities aimed at developing the student's ability to determine the correct pigmentation foundation (e.g.: put together a strand chart)						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

HAIRDRESSING (5745)

918 166 – COLOUR CORRECTION (Module 15)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to do a colour correction on a client requiring the removal of permanent hair colouring or precolouring and showing no contraindications. The suggested duration of the examination is five hours, from the time the colour correction technique is applied. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in doing a colour correction on a client whose hair is to be lightened by a minimum of one tone and a maximum of three tones. The purpose of the task is to evaluate whether the candidates are able to complete the technical steps involved in doing a very visible colour correction, within the suggested time limit.

Candidates are required to start with an examination of the hair and scalp using a data record card. Candidates must also make sure that the quality of the hair, previous products used on the hair and the foundation are such that the colour correction can be done.

Candidates must also have the client specify the desired hair colour, using a hair colour selection chart. Consultation with the client will make it possible to determine what can be done given the condition of the hair.

The examiner must be present when the candidates consult their client so as to be able to evaluate criterion components 2.1 and 4.1.

The steps to be carried out are the following:

- prepare the product according to the desired level of lightening (hot water, 10 vol., 20 vol., etc.)
- apply the product
- mix the product with the fingers
- rinse
- neutralize
- prepare the colouring product
- apply the colouring product
- check the test strands

The evaluation will focus on:

- the hair and scalp examination
- the choice of colour correction technique
- the colour correction technique
- the colouring technique and observance of the time limit

3 MATERIALS

The following materials are required for the examination:

- a workstation
- hairbrushes and combs
- a transparent plastic cap
- a tint cape
- colour charts (colour and foundation)
- protective gloves
- paper towels
- towels
- a timer
- a colouring bowl
- a brush
- a spray bottle for water
- a hair dryer
- a graduated bottle

PRODUCTS

The following products are required for the examination:

- different colour correction products
- different colouring products
- oxygenated water
- a neutralizer
- a porosity stabilizer
- a disinfectant
- a conditioner

4 SPECIAL INSTRUCTIONS

Candidates are expected to take the manufacturer's instructions into account when preparing the colour remover and the colouring products.

Personal notes may not be used.

The examiner must make sure that the data record card contains all the criterion components that are on the evaluation form.

EVALUATION FORM

HAIRDRESSING	Program code: 5745
15 – Colour Correction	Module code: 918 166
Candidate's name: _____	
School: _____	RESULT:
Permanent code: _____	PASS FAIL
Date of examination: _____	☐ ☐
Examiner's signature: _____	

OBSERVATION			RESULT
	YES	NO	
1	EXAMINATION OF HAIR AND SCALP		
1.1	Inclusion of all information on client's data record card		
	- accuracy of information on hair and scalp	☐ ☐	
	- accurate determination of level of colour of new growth, lengths and ends	☐ ☐	
	- accurate determination of highlights on lengths and ends	☐ ☐	
	- accurate determination of foundation to be achieved	☐ ☐	0 or 10
	Error tolerance: one error except in the determination of the foundation		
2	CHOICE OF COLOUR CORRECTION TECHNIQUE		
2.1	Proper choice of technique based on the client's expectations		
	- pertinent information obtained from client on previous treatments and his or her expectations	☐ ☐	
	- suggestions for alternative techniques based on the information gathered	☐ ☐	
	- accurate recording of the technique	☐ ☐	0 or 15

OBSERVATION			RESULT
		YES NO	
3	COLOUR CORRECTION TECHNIQUE	Start:	()
3.1	Product preparation consistent with technique chosen		
	- choice of product consistent with the technique	☐	☐
	- mixture of products consistent with manufacturer's instructions	☐	☐
			0 or 5
3.2	Proper application		
	- proper application of mixture	☐	☐
	- started with darker areas	☐	☐
	- careful work with fingertips	☐	☐
	- observance of the rules of hygiene, health and safety	☐	☐
	Error tolerance: one error provided the overall job is satisfactory		0 or 20
3.3	Achievement of level of pigmentation		
	- required foundation achieved	☐	☐
	- products properly neutralized	☐	☐
	Error tolerance: one error with respect to the foundation in special cases where the hair has been lightened by the maximum amount		0 or 15
4	COLOURING TECHNIQUE		
4.1	Achievement of desired colour		
	- proper formula	☐	☐
	- proper sequence of operations	☐	☐
	- quality of application	☐	☐
	- development time checked	☐	☐
	- colour satisfactory	☐	☐
	Error tolerance: one error provided the overall job is satisfactory		0 or 25
	End:		()

OBSERVATION		RESULT
	YES NO	
Observance of time limit	☐ ☐	0 or 10
Total:		/100
Minimum performance standard: 80 points		

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 173 – SALE OF PRODUCTS AND SERVICES (Module 16)						Duration: 45 hours		
Statement of the competency: <i>Sell products and services</i>								
COMPETENCY		LEARNING			EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
<i>SELL PRODUCTS AND SERVICES (Block 1)</i>								
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies						
<i>A. SELL PRODUCTS (Block 2)</i>						<i>Duration: 35%</i>		
2	A.1 Analyze the client's needs.	Importance of the client approach Techniques of communicating with clients (perception of signs of interest in buying, verbal and nonverbal language, etc.) Terminology related to sales (personalized sales, selling strategy, etc.) Definition of sales (importance of sales, selling methods, means of promotion, etc.)		Detailed analysis of client's needs				
2	A.2 Offer products.	Information about relevant products (documentation, product inventory, etc.) Presentation of products (display, classification, arrangement, pricing, etc.) Sales arguments (answers to client's objections)		Attractive presentation of products				

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 173 – SALE OF PRODUCTS AND SERVICES (Module 16)							Duration: 45 hours		
Statement of the competency: <i>Sell products and services</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
2	A.3 Close a sale.	Determination of the opportune time (verbal and nonverbal signs of interest in buying) Final steps (final cost, taxes - cash register) Method of requesting payment							
3	A Sell products.			1 Sale of products	50	20	P		
				1.1 Appropriate products offered				20	P
				1.2 Accurate information about products				20	P
				1.3 Proper closing of sale				10	P
B. OFFER SERVICES (Block 3)									
Duration: 35%									
2	B.1 Offer hairdressing services.	Accurate identification of the client's needs (types of questions, attitudes, coherent arguments) Explanation of what motivates clients to purchase services							
2	B.2 Consider the client's preferences.	Active listening and observation of client (dialogue) Suggestions for services (coherent arguments) Services consistent with client's needs		Clear concern for quality results Consideration of client's preferences					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 173 – SALE OF PRODUCTS AND SERVICES (Module 16)							Duration: 45 hours	
Statement of the competency: <i>Sell products and services</i>								
COMPETENCY		LEARNING			EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
2	B.3 Schedule appointments.	Use of telephone equipment Importance of sale relationship over the telephone (awareness that each call represents a potential sale)						
3	B Offer services.			2 Offer of services 2.1 Detailed analysis of client's needs 2.2 Offer of services suitable for the client 2.3 Coherent arguments 2.4 Scheduling of appointment justified	50	10 15 15 10	P P P P	
SELL PRODUCTS AND SERVICES (Block 4)							Duration: 10%	
2	Recognize the importance of a quality sale.	Quality criteria for a sale Concern for professional ethics in sales Understanding of sales of products and services						
3	Sell products and services.			Good communication with client Adoption of professional attitudes and behaviour Approach consistent with beauty salon standards Appropriate use of sales strategies Regular updating of knowledge about products and fashion trends				

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 173 – SALE OF PRODUCTS AND SERVICES (Module 16)							Duration: 45 hours					
Statement of the competency: <i>Sell products and services</i>												
COMPETENCY		LEARNING			EVALUATION							
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St					
<i>SELL PRODUCTS AND SERVICES (Block 5)</i>										<i>Duration: 20%</i>		
2	Work autonomously.	Research on products and services Development of a work method Offer of personalized services										
2	Adopt a reassuring attitude toward the client.	Active listening and stress management Self-confidence Tact										
2	Meet the needs of a client requiring a particular service.	Perception of the client's fears Problem-solving techniques to be used with clients (complaints, fears)										
4	SELL PRODUCTS AND SERVICES			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies								
<i>SELL PRODUCTS AND SERVICES (Block 6)</i>												
5	SELL PRODUCTS AND SERVICES	Research on consumer behaviour More complex marketing concepts Computers in sales										

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

HAIRDRESSING (5745)

918 173 – SALE OF PRODUCTS AND SERVICES (Module 16)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to sell products and services to a client during a hairdressing activity, for example, while the client is having his or her hair set or styled. Three candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in gathering information on a client's needs. It is suggested that the candidates do this during a hairdressing activity, for example, while their client is having his or her hair set or styled because these treatments require products that the client is likely to purchase for aftercare purposes. The examiner must make sure that the candidates have access to more than one line of retail products (e.g. mousses, gels, hairsprays, shampoos). The candidates are expected to identify those products that are likely to be the most useful to the client.

The candidates are expected to demonstrate a good knowledge of the products offered in order to be able to choose those that are best suited to the client's hair. Candidates are also expected to give the clients appropriate advice on possible future services such as haircuts and streaks, using magazines to support their arguments. For this purpose, the candidates must be given a data record card in order to write down information on the characteristics of the hair and scalp as well as suggestions for products and services. This exercise should normally result in the scheduling of another appointment.

Throughout the evaluation, the candidates are expected to demonstrate professional attitudes and behaviour and use appropriate language. They are also required to show a concern for providing personalized services. The examiner must be present when the candidates consult their clients.

Suggestion

In order to make it easier for the candidates to actually close a sale on which they are to be evaluated, it may be advisable to offer a discount on the overall invoice, or to simulate a sale, otherwise criterion component 1.3 cannot be evaluated.

The examiner must explain this competency to clients, namely that the candidate is required to demonstrate sales skills even if the client does not intend to purchase any products the same day.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- materials needed for the chosen hairdressing treatment
- a reception area
- a cash register
- an invoice booklet
- an appointment confirmation card

PRODUCTS

The following products are required for the examination:

- product lines from different companies: shampoos, conditioners, setting mousses, gels, hairsprays, etc.

4 SPECIAL INSTRUCTIONS

The examiner will clearly explain to the candidate that criterion components 1.1, 1.2, 2.1, 2.2 and 2.3 will have to be evaluated during the hairdressing activity whereas criterion components 1.3 and 2.4 will be evaluated at the end of the activity.

EVALUATION FORM

COIFFURE 16 – Sale of Products and Services Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 173 RESULT: PASS ☐ FAIL ☐
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OBSERVATION			RESULT
	YES	NO	
1 SALE OF PRODUCTS			
1.1 Appropriate products offered			
- appropriate approach to the sale	☐	☐	
- attractive presentation of products	☐	☐	
- identification of needs on data record card	☐	☐	
- pertinence of products offered	☐	☐	
- use of appropriate vocabulary	☐	☐	
- demonstration of tact and courtesy	☐	☐	0 or 20
1.2 Accurate information about products			
- accurate explanation of products offered	☐	☐	
- coherence of arguments to justify the choice of suggested products	☐	☐	
- information about the main characteristics of the products of two different companies	☐	☐	0 or 20
1.3 Proper closing of sale			
- sale closed at the right time	☐	☐	
- appropriate response to client's objections	☐	☐	
- accurate invoice	☐	☐	
- accurate transaction of money	☐	☐	0 or 10

OBSERVATION			RESULT
		YES NO	
2	OFFER OF SERVICES		
2.1	Detailed analysis of client's needs, taking into account:		
	- information obtained	☐ ☐	0 or 10
	- observations made	☐ ☐	
2.2	Offer of services suitable for the client		
	- appropriate suggestions for subsequent services	☐ ☐	0 or 15
	- link established between service offered and effects sought	☐ ☐	
2.3	Coherent arguments		
	- answers consistent with questions asked	☐ ☐	0 or 15
	- demonstration that the service is part of the solution to the problems raised	☐ ☐	
2.4	Scheduling of appointment justified		
	- observance of rules of courtesy	☐ ☐	0 or 10
	- correct information given to the client	☐ ☐	
	- appointment correctly entered in appointment book	☐ ☐	
Total:			/100
Minimum performance standard: 80 points			

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 185 - STYLED HAIRCUTS (Module 17)					Duration: 75 hours			
Statement of the competency: <i>Give a styled haircut</i>								
COMPETENCY		LEARNING			EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
<i>GIVE A STYLED HAIRCUT (Block 1)</i>								
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies						
<i>A. GIVE A CONSULTATION FOR A STYLED CUT (Block 2)</i>								
2	A.1 Record the information on the data record card.	Examination of hair and scalp Client's habits (ability to style own hair, time dedicated to styling hair, frequency of visits to hairdressing salon, etc.) Personality styles (sporty, classic, etc.) Products used by client Previous techniques used Description of information on the data record card		Proper examination of hair				
2	A.2 Suggest a style.	Suggestion for a style according to analysis of client's morphology (shape of face, profile, particular features, etc.) Consideration of fashion trends using magazines and a portfolio Description of chosen cut Sketch of style Esthetic standards		Choice of style consistent with results of the examination				

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 185 - STYLED HAIRCUTS (Module 17)							Duration: 75 hours				
Statement of the competency: <i>Give a styled haircut</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St	
2	A.3	Reformulate the client's expectations.	Terminology specific to styled cuts (free cuts, notching, texturization, etc.) Description of the hairstyle Aftercare			Use of terminology specific to styled cuts Accurate reformulation of client's expectations Good judgment and sense of observation Inclusion of all information on card					
3	A	Give a consultation for a styled cut.				1	Consultation for a styled cut	20			
						1.1	Appropriate suggestions for different styled cuts		15	P	
						1.2	Sketch of the cut		5	P	
B. APPLY THE TECHNIQUE FOR A STYLED HAIRCUT (Block 3)										Duration: 40%	
2	B.1	Prepare the equipment.	Haircutting implements and equipment			Proper preparation of equipment					
2	B.2	Define the haircut angles.	Angles consistent with cut								
2	B.3	Define the techniques for giving the haircut.	Techniques consistent with style of cut (tapering, razor thinning, etc.) Observance of safety and hygiene rules Process for giving a styled cut			Inclusion of modifications to enhance the client's appearance					
2	B.4	Finish the haircut.	Careful examination of results			Constant concentration					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 185 - STYLED HAIRCUTS (Module 17)							Duration: 75 hours				
Statement of the competency: <i>Give a styled haircut</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St	
3	B	Apply the technique for a styled haircut.				2	Application of the technique for giving a styled haircut	45			
						2.1	Consistency of angles with haircut chosen		10	P	
						2.2	Use of techniques consistent with style of cut		10	P	
						2.3	Observance of sequence of operations		10	P	
						2.4	Careful examination of result		15	P	
C. ENHANCE THE STYLED CUT BY SETTING OR STYLING THE HAIR (Block 4)										Duration: 20%	
2	C.1	Style the hair according to the chosen cut.	Styling techniques Products consistent with style Volume and movement Quality criteria for finished cut (harmony of hairstyle) Time required for the techniques								
2	C.2	Make sure the client is satisfied.	Checking that the client is satisfied Suggestions for aftercare (techniques and products) Sales techniques (for selling further products and services)			Clear concern for client's satisfaction					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 185 - STYLED HAIRCUTS (Module 17)							Duration: 75 hours					
Statement of the competency: <i>Give a styled haircut</i>												
COMPETENCY			LEARNING			EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St		
3	C	Enhance the styled cut by setting or styling the hair.			3	Enhancement of the styled cut	25					
					3.1	Hairstyle consistent with desired result		15	P			
					3.2	Quality finishing		10	P			
<i>GIVE A STYLED HAIRCUT (Block 5)</i>										<i>Duration: 10%</i>		
2	Recognize the importance of doing quality work.		Quality criteria for a styled haircut Manual dexterity Client's well-being Concern for detail and precision Open-mindedness Professional approach									
3	Give a styled haircut.					Observance of rules of hygiene, health and safety Adoption of professional attitudes and behaviour Good communication with client Observance of time limit Consideration of fashion trends Clear concern for client's well-being Appropriate use of sales skills		10	10	P		

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 185 - STYLED HAIRCUTS (Module 17)					Duration: 75 hours		
Statement of the competency: <i>Give a styled haircut</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
<i>GIVE A STYLED HAIRCUT (Block 6)</i>							
<i>Duration: 15%</i>							
2	Work autonomously.	Research on techniques and products Development of psychomotor skills Recognition of opportunities					
2	Adopt a reassuring attitude toward the client.	Active listening and stress management techniques Professional image Explanation of techniques and products to the client Ways of fostering the student's sense of style and talent Concern for precision					
2	Meet the needs of a client requiring a particular styled haircut.	Special requests: original haircut angles, adaptation of hair setting techniques, etc. Problems such as alopecia, scars, etc.					
4	GIVE A STYLED HAIRCUT			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

6

918 185 - STYLED HAIRCUTS (Module 17)							Duration: 75 hours		
Statement of the competency: <i>Give a styled haircut</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St	
<i>GIVE A STYLED HAIRCUT (Block 7)</i>									
5	GIVE A STYLED HAIRCUT	Activities aimed at developing speed Activities aimed at developing creativity							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

HAIRDRESSING (5745)

918 185 – STYLED HAIRCUTS (Module 17)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to give a styled haircut to a client who wants a hairstyle change. The suggested duration of the evaluation is two hours and thirty minutes. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in giving a client a styled haircut of at least 5 cm overall. Styled haircut means a cut involving several techniques and several instruments, including the free cut.

The styled haircut must be completed using the following techniques: tapering, notching, texturization or razor thinning. Throughout the evaluation, the candidates may use different implements such as large-tooth scissors (ciseaux à cranter), thinning scissors, Feather-type razors, etc. Candidates must be provided with a data record card, so that they can record information on the hair and scalp examination, previous treatments, time devoted to hair maintenance, the client's morphological and physiological characteristics, maintenance tips. A sketch of the cut must be included on the card as well as explicit explanations on the haircutting angles.

The candidates are expected to conduct a professional consultation using a portfolio and magazines. The examiner must be present when the candidate consults the client and determines the client's expectations. This will make it possible to evaluate criterion components 1.1 and 3.1 and to assess the degree of consistency between the client's preferences and morphology and a hairstyle that is in fashion. The evaluation will focus on the following: consultation prior to giving the styled cut or styling hair, the haircutting technique, enhancement of the haircut and observance of the time limit.

The examiner must pay particular attention to the candidates' professional attitudes and behaviour.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- a plastic cape
- towels
- paper towels

- combs
- thinning scissors
- haircutting scissors
- straight razors
- duckbill clips
- butterfly clips
- a spray bottle for water
- shears (without adaptable comb)
- a mirror
- a broom
- a dustbin
- a blow dryer
- a variety of hairbrushes
- thermal irons of different diameters
- Velcro rollers
- hair clips
- straightening irons
- a hood dryer

PRODUCTS

The following products are required for the examination:

- different hairstyling products
- different finishing products

4 SPECIAL INSTRUCTIONS

Candidates may find their own clients who meet the criteria.

Candidates are expected to take into account the verbal and nonverbal reactions of their client while giving the haircut, and make any necessary modifications or adjustments.

Note that at this point in the training, the time required to complete the data record card is included in the suggested time limit. The candidates are expected to carry out this task quickly.

The data record card must include criterion components 1.1 and 1.2 that appear on the evaluation form.

Candidates are expected to observe safety and hygiene rules throughout the evaluation.

EVALUATION FORM

HAIRDRESSING	Program code: 5745
17 – Styled Haircuts	Module code: 918 185
Candidate's name: _____	
School: _____	RESULT:
Permanent code: _____	PASS FAIL ☐ ☐
Date of examination: _____	
Examiner's signature: _____	

OBSERVATION			RESULT
	YES NO		
1	Start:		()
1.1	CONSULTATION FOR A STYLED HAIRCUT		
	Appropriate suggestions for different styled cuts		
	- accurate determination of the client's expectations	☐ ☐	
	- accurate recording on the data record card of the results of the examination and morphology and physiognomy analysis	☐ ☐	
	- identification of characteristics of the haircut during the hair and scalp examination	☐ ☐	
	- suggestion for an appropriate hairstyle to the client	☐ ☐	
	- good judgment and sense of observation	☐ ☐	0 or 15
	Error tolerance: one error in the analysis of the client's morphology and physiognomy provided the overall haircut is satisfactory		
1.2	Sketch of the cut		
	- lines showing the contours of the cut	☐ ☐	
	- movement of hair well represented	☐ ☐	0 or 5
2	APPLICATION OF THE TECHNIQUE FOR GIVING A STYLED CUT		
2.1	Consistency of angles with haircut chosen		
	- haircut angles clearly identified on a diagram	☐ ☐	0 or 10

OBSERVATION			RESULT
		YES NO	
2.2	Use of techniques consistent with style of cut		
	- techniques consistent with the chosen haircut	☐	☐
	- proper and safe handling of haircutting and tapering instruments	☐	☐
			0 or 10
2.3	Observance of sequence of operations		
	- proper separation of hair	☐	☐
	- separation of hair consistent with the styled cut	☐	☐
	- observance of guideline strand	☐	☐
			0 or 10
2.4	Careful examination of result		
	- lengths even from one area to another according to haircut	☐	☐
	- tapering adequate and properly located	☐	☐
	- contour line properly defined according to the style	☐	☐
	- symmetrical sides, as applicable	☐	☐
			0 or 15
	Error tolerance: one error in the extent of tapering provided the overall haircut is satisfactory		
3	ENHANCEMENT OF THE STYLED CUT		
3.1	Hairstyle consistent with desired result		
	- volumes adapted to client's morphology and physiognomy	☐	☐
	- observance of chosen hairstyle	☐	☐
			0 or 15
3.2	Quality finishing		
	- appropriate movement	☐	☐
	- quality of ends	☐	☐
	- harmonious finishing	☐	☐
			0 or 10
		End:	()

Comments: _____

PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

1

918 195 – STYLED PERMANENTS (Module 18)					Duration: 75 hours		
Statement of the competency: <i>Give a styled permanent</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
<i>GIVE A STYLED PERMANENT (Block 1)</i>							
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies					
<i>A. GIVE A CONSULTATION FOR A STYLED PERMANENT (Block 2)</i>							
2	A.1 Record information on a data record card.	Client's habits (ability to care for own hair, amount of time dedicated to hair, frequency of visits to the hairdressing salon, etc.) Personality styles (sporty, classic, etc.) Products used by client Previous techniques used Inclusion of information on data record card		Full examination of hair and scalp			
2	A.2 Suggest a style.	Suggestions for a style based on analysis of client's morphology and physiognomy (shape of face, body type, specific features, etc.) Consideration of fashion trends based on magazines and a portfolio Description of chosen wave or permanent Esthetic standards					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

2

918 195 – STYLED PERMANENTS (Module 18)							Duration: 75 hours		
Statement of the competency: <i>Give a styled permanent</i>									
COMPETENCY			LEARNING			EVALUATION			
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St
2	A.3	Reformulate the client's expectations.	Terminology related to styled permanents (mass, volume, texture, etc.) Description of hairstyle (direction of hair, movement, texture, volume, etc.) Aftercare			Use of terminology specific to styled permanents Accurate reformulation of client's expectations Good judgment and sense of observation			
3	A	Give a consultation for a styled permanent.				1 Inclusion of all information on the data record card 1.1 Accurate reformulation of client's expectations 1.2 Appropriate suggestions for different styles of permanent 1.3 Choice of style consistent with client's morphology and physiognomy and with results of the examination	15		
B. APPLY THE TECHNIQUE FOR GIVING A STYLED PERMANENT (Block 3)							Duration: 40%		
2	B.1	Prepare the equipment.	Instruments and equipment Appropriate preparation, permanent and finishing products						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

3

918 195 – STYLED PERMANENTS (Module 18)						Duration: 75 hours			
Statement of the competency: <i>Give a styled permanent</i>									
COMPETENCY			LEARNING			EVALUATION			
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St
2	B.2	Wind the hair on rollers.	Methodical procedure Wrapping pattern consistent with result sought (root, spiral, straight back, etc.) Quality of wrapping Processing time for products Task execution time and sequence of operations Observance of rules of safety and hygiene						
2	B.3	Finish the styled permanent.	Neutralization process Careful examination of result (rinsing, no residue, quality of hair, etc.) Result consistent with chosen styled permanent (uniformity, no damaged ends, etc.)			Constant concentration			
3	B	Apply the technique for giving a styled permanent.				2 Application of technique for giving a permanent 2.1 Proper preparation of equipment and products 2.2 Methodical approach 2.3 Wrapping pattern consistent with result sought 2.4 Careful examination of amount of curl	50		
								10	P
								10	P
								15	P
								15	P

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

4

918 195 – STYLED PERMANENTS (Module 18)							Duration: 75 hours				
Statement of the competency: <i>Give a styled permanent</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St		
C. ENHANCE THE STYLED PERMANENT BY SETTING OR STYLING THE HAIR (Block 4)										Duration: 20%	
2	C.1	Set the hair according to the style chosen.	Drying techniques Products consistent with chosen hairstyle Volumes and movement Quality criteria for finishing (harmony of hairstyle, no defects, etc.) Time taken to carry out all the techniques								
2	C.2	Make sure the client is satisfied.	Concern for the client's well-being Suggestions for maintenance (techniques and products) Inclusion of information in client's data record card Sales techniques (for sale of maintenance products)			Concern for the client's satisfaction Inclusion of all information in client's data record card					
3	C	Enhance the styled permanent by setting or styling the hair.				3 3.1 3.2 3.3	Enhancement of styled permanent Hairstyle consistent with desired result Quality finishing Good advice on how to maintain the permanent	25 10 10 5	 P P P		

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

5

918 195 – STYLED PERMANENTS (Module 18)							Duration: 75 hours					
Statement of the competency: <i>Give a styled permanent</i>												
COMPETENCY		LEARNING			EVALUATION							
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St					
<i>GIVE A STYLED PERMANENT (Block 5)</i>										<i>Duration: 10%</i>		
2	Recognize the importance of doing quality work.	Quality criteria for permanent Manual dexterity Client's well-being Concern for detail and precision Open-mindedness Professional approach Good judgment and sense of observation										
3	Give a styled permanent.			Observance of rules of hygiene, health and safety Adoption of professional attitudes and behaviour Good communication with client Consideration of fashion trends Observance of time limit Clear concern for client's well-being Appropriate use of sales skills	10	10	P					
<i>GIVE A STYLED PERMANENT (Block 6)</i>										<i>Duration: 15%</i>		
2	Work autonomously.	Research on techniques and products Development of psychomotor skills Recognition of opportunities										

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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PLANNING AND ANALYSIS TABLES

HAIRDRESSING (5745)

6

918 195 – STYLED PERMANENTS (Module 18)					Duration: 75 hours		
Statement of the competency: <i>Give a styled permanent</i>							
COMPETENCY		LEARNING		EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
2	Adopt a reassuring attitude toward the client.	Active listening and stress management techniques Professional image Explanation of techniques and products to the client Ways of fostering the student's talent and style					
2	Meet the needs of a client requiring a particular styled permanent.	Hair problems: hair with an accumulation of ferrous residues or other silicone-based products, metallic salts, excessive porosity, etc. Specific requests: original curling styles, techniques to be adapted, etc.					
4	GIVE A STYLED PERMANENT			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies			
GIVE A STYLED PERMANENT (Block 7)							
5	GIVE A STYLED PERMANENT	Activities aimed at developing creativity with respect to the work Activities aimed at developing speed in carrying out the work					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 195 – STYLED PERMANENTS (Module 18)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to give a styled permanent to a client. The suggested maximum duration of the examination is three hours and thirty minutes. An additional thirty minutes may be allocated for long hair if the chosen technique and hair density require extra time. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in giving a styled permanent to a client with long hair who requires special effects involving shaping, volumes and curls. The hair must show no contraindications.

The candidates must be provided with a data record card on which to include information on the hair and scalp examination, previous treatments, the client's morphological and physiognomic characteristics, advice on aftercare, etc. The candidates are also expected to clarify their client's expectations in the presence of the examiner, so that criterion components 1.1, 1.3 and 3.1 can be evaluated.

Besides the basic permanent, candidates are expected to demonstrate their ability to carry out unconventional perming techniques using different wrapping patterns and rollers (wave, sponge, bracelet, revolution, etc.). The candidates are required to get ideas from a portfolio and magazines. The examiner must pay particular attention to the candidates' professional attitudes and behaviour.

The evaluation will focus on the following: inclusion of information on the data record card; the perming technique, enhancement of the permanent, and observance of the time limit.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- hairbrushes
- butterfly clips
- combs
- a perm lotion applicator
- a timer
- a mirror
- a plastic cape

- a spray bottle for water
- towels
- paper towels
- unconventional rollers (different types)
- papers for a root perm
- a portfolio, magazines
- elastic supports
- plastic caps
- a blow dryer
- Velcro rollers
- a hood dryer
- thermal irons with different diameters
- hairclips

PRODUCTS

The following products are required for the examination:

- a protective cream
- a cotton strip
- a disinfectant
- a porosity equalizer
- different solutions

4 SPECIAL INSTRUCTIONS

The candidates may find their own clients who meet the criteria.

The client should be made to understand the requirements of the examination and know that he or she may not provide the candidate with any information.

The use of rollers for a standard permanent is allowed only for a double or triple wrap.

Note that at this point in the training, the time for completing the data record card is included in the suggested time limit as candidates are expected to perform this task quickly. The examiner may, however, deem it necessary to allocate extra time in certain situations.

EVALUATION FORM

HAIRDRESSING 18 – Styled Permanents Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 195 RESULT: PASS ☐ FAIL ☐
---	--

OBSERVATION			RESULT
	YES	NO	
1 INCLUSION OF ALL INFORMATION ON THE DATA RECORD CARD			Start: ()
1.1 Accurate reformulation of client's expectations			
- style of permanent	☐	☐	
- amount of curl	☐	☐	0 or 5
1.2 Appropriate suggestions for different styles of permanent			
- inclusion on the data record card:			
- characteristics of the hair and scalp	☐	☐	
- previous services	☐	☐	
- time devoted to hair	☐	☐	
- client's lifestyle	☐	☐	
- suggestion for a style of permanent that takes into account observations and the information gathered	☐	☐	
- good judgment and sense of observation	☐	☐	0 or 5

OBSERVATION			RESULT
	YES	NO	
1.3 Choice of style consistent with client's morphology and physiognomy and with results of the examination			
- relevant hair and scalp examination	☐	☐	
- choice consistent with morphology	☐	☐	
- choice consistent with physiognomy	☐	☐	
- choice consistent with fashion trends	☐	☐	
- reformulation with tact and courtesy of the client's expectations with respect to the results sought	☐	☐	
- demonstration of good judgment	☐	☐	0 or 5
Error tolerance: one error in the hair and scalp examination			
2 APPLICATION OF TECHNIQUE FOR GIVING A PERMANENT			
2.1 Proper preparation of equipment and products			
- choice of pre-permanent products consistent with result sought	☐	☐	
- materials consistent with result sought:			
- type of rollers	☐	☐	
- diameter of rollers	☐	☐	0 or 10
2.2 Methodical approach			
- preparatory steps for styled permanent carried out	☐	☐	
- proper application of products according to manufacturer's instructions	☐	☐	
- rinsing according to manufacturer's instructions	☐	☐	
- constant attention toward the client	☐	☐	0 or 10

OBSERVATION			RESULT
YES NO			
2.3	Wrapping pattern consistent with result sought		
	- proper application of chosen technique for winding the hair on the rollers	☐	☐
	- rollers consistent with result sought	☐	☐
	Error tolerance: one error with respect to the technique for winding the hair on the rollers provided the overall job is satisfactory		
2.4	Careful examination of amount of curl		
	- satisfactory curl tension	☐	☐
	- uniformity of curls	☐	☐
	- no damaged ends	☐	☐
3	ENHANCEMENT OF STYLED PERMANENT		
3.1	Hairstyle consistent with desired result		
	- volumes consistent with client's morphology and physiognomy	☐	☐
	- result consistent with client's choice	☐	☐
3.2	Quality finishing		
	- precision of hairstyle movement	☐	☐
	- clean contour lines	☐	☐
3.3	Good advice on how to maintain the permanent	☐	☐
	End:		()
	Observance of time limit	☐	☐
Minimum performance standard: 85 points			Total: /100

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 208 – CREATIVE COLOURING (Module 19)						Duration: 120 hours		
Statement of the competency: <i>Do a creative colouring</i>								
COMPETENCY		LEARNING			EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
<i>DO A CREATIVE COLOURING (Block 1)</i>								
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies						
<i>A. GIVE A CONSULTATION FOR SPECIAL COLOURING EFFECTS (Block 2)</i>								
2	A.1 Record the information on a data record card.	Thorough examination of the hair and scalp Client's habits (ability to do own hair, time devoted to hairstyling, frequency of visits to hairdressing salon, etc.) Personality styles (sporty, classic, etc.) Products used by client Previous techniques used Recording of information on card						
2	A.2 Suggest colouring effects.	Consideration of fashion trends; use of magazines and a portfolio Description of aftercare: frequency of visits to the salon; how to maintain the colour between visits Colour effects consistent with client's hairstyle, complexion and personality Esthetic standards Creative techniques						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 208 – CREATIVE COLOURING (Module 19)						Duration: 120 hours			
Statement of the competency: <i>Do a creative colouring</i>									
COMPETENCY			LEARNING		EVALUATION				
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
2	A.3	Reformulate the client's expectations.	Terminology for explaining the techniques used Clear description of the final look of the hairstyle		Use of appropriate terminology when explaining the final appearance of a creative colouring (structure, light and shadow, etc.)				
3	A	Give a consultation for special colouring effects.			1	15	10	P	
					Consultation with the client				
					1.1	Accurate understanding of client's expectations	5	P	
					1.2	Appropriate suggestions for innovative colouring effects	10		
					2	Choice of a creative colouring technique			
					2.1	Choice of colouring effects consistent with result sought		5	P
2.2	Recording of relevant information on chosen techniques	5	P						
B. APPLY A CREATIVE COLOURING TECHNIQUE TO HAIR (Block 3)									
Duration: 40%									
2	B.1	Prepare the equipment and products.	Colouring equipment Different types of products for creative colouring, and hairstyling and finishing products						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 208 – CREATIVE COLOURING (Module 19)							Duration: 120 hours				
Statement of the competency: <i>Do a creative colouring</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St	
2	B.2	Apply the colouring technique.	Use of techniques consistent with results sought Procedure for applying the products Examination of result Observance of time limit Observance of rules of hygiene, health and safety			Constant concentration					
3	B	Apply a creative colouring technique to hair: - create a sense of light and shadow - give structure through colour gradation				3	Creative colouring technique	40			
						3.1	Proper preparation of equipment and products		5	P	
						3.2	Use of technique consistent with results sought		20	P	
						3.3	Careful examination of result		15	P	
C. ENHANCE THE CREATIVE COLOURING BY SETTING OR STYLING THE HAIR (Block 4)										Duration: 20%	
2	C.1	Style the hair according to the special colouring effects.	Hairstyling techniques for creating shadow and light effects Quality criteria for finishing Time needed to carry out all the techniques Description of information relative to the techniques and products used on the client's data record card			Appropriate volumes and movement					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 208 – CREATIVE COLOURING (Module 19)							Duration: 120 hours				
Statement of the competency: <i>Do a creative colouring</i>											
COMPETENCY			LEARNING			EVALUATION					
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria		W _I	W _C	St	
2	C.2	Make sure the client is satisfied.	Verification of the client's satisfaction Suggestions for aftercare			Inclusion of all information on the client's card					
3	C	Enhance the creative colouring by setting or styling the hair.				4	Enhancement of the creative colouring	25			
						4.1	Hairstyle consistent with special colouring effects		10	P	
						4.2	Quality finishing		5	P	
						4.3	Clear concern for client's satisfaction		10	P	
<i>DO A CREATIVE COLOURING (Block 5)</i>										Duration: 10%	
2	Recognize the importance of doing quality work.		Quality criteria for a creative colouring Manual dexterity Client's well-being Concern for detail and precision Open-mindedness Professional approach Tact and courtesy								
3	Do a creative colouring.					Observance of the rules of hygiene, health and safety Adoption of professional attitudes and behaviour Good communication with client Consideration of fashion trends Observance of time limit		10	10	P	

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 208 – CREATIVE COLOURING (Module 19)					Duration: 120 hours			
Statement of the competency: <i>Do a creative colouring</i>								
COMPETENCY		LEARNING			EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
				Clear concern for client's well-being Appropriate use of sales skills				
DO A CREATIVE COLOURING (Block 6)								Duration: 15%
2	Work autonomously.	Research on techniques and products Development of psychomotor skills Recognition of opportunities for services and sales						
2	Adopt a reassuring attitude toward the client.	Active listening and stress management Professional image Explanation of techniques and products to the client						
2	Meet the needs of a client requiring a colouring with unusual special effects.	Ways of fostering the student's talent and personal style Unusual colouring and special effects techniques						
4	DO A CREATIVE COLOURING			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies				

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

6

918 208 – CREATIVE COLOURING (Module 19)						Duration: 120 hours		
Statement of the competency: <i>Do a creative colouring</i>								
COMPETENCY		LEARNING			EVALUATION			
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
<i>DO A CREATIVE COLOURING (Block 7)</i>								
5	DO A CREATIVE COLOURING	Activities aimed at developing creativity Activities aimed at developing speed at work						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 208 – CREATIVE COLOURING (Module 19)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to do a creative colouring on a client. The suggested duration of the examination is four hours and thirty minutes. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in achieving special colouring effects using the following techniques: colour gradation of two or three tones; bleaching or colouring with strips of colour; current creative colouring. Regular basic colouring will not be accepted. The hair must present no contraindications.

Candidates must take into account fashion trends and work with a portfolio and hairdressing magazines. Candidates must also show creativity in the techniques they use. The examiner may decide whether to assign extra time owing to the complexity of the task and/or unexpected chemical reactions.

Candidates must be provided with a data record card. The card will be used to record information on: the condition of the hair and scalp; the level of colour of the new growth, the lengths and ends; the highlights on the lengths and ends; the percentage of white hair; the result sought; previous and current products used; the client's complexion; the techniques and formulas used; and development times recommended by the manufacturer.

The evaluation will focus on: recording of information on the data record card, and the creative colouring technique and its enhancement. In order to evaluate criterion components 1.1 and 1.2 and better assess both the client's preferences and the choice of a fashionable hairstyle, the examiner will be present when the candidate consults the client.

The examiner must pay particular attention to the candidates' attitudes and professional behaviour during the examination.

3 MATERIALS

The following products are required for the examination:

- a workstation
- a shampoo cape
- a plastic cape
- paper towels
- towels
- combs
- a variety of hairbrushes
- duckbill clips
- butterfly clips
- a spray bottle for water
- a mirror
- a blow dryer
- a portable dryer
- a machine to activate the products and reduce the development time
- hairclips
- thermal irons of different diameters
- different types of rollers
- a straightening iron
- a brush
- a colouring bowl
- a timer
- protective gloves
- appropriate colour charts
- a plastic cap
- a variety of papers for special effects
- a portfolio
- magazines
- a cotton coil

PRODUCTS

The following products are required for the examination:

- a disinfectant
- different bleaching and decolouring products
- different colouring products
- oxygenated water
- a protective cream
- a hair colour dissolver
- a porosity equalizer
- a shampoo

- a colour stabilizer
- hairsprays
- different hairstyling products
- different finishing products
- a conditioner

4 SPECIAL INSTRUCTIONS

Candidates can find their own clients who meet the criteria.

At this point in the candidates' training, the time required to complete the data record card is included in the overall time limit.

The task must be carried out quickly.

The client should be made to understand the requirements of the examination and know that he or she may not provide the candidate with any information.

The data record card must contain criterion components 1.1 and 1.2 from the evaluation form.

Candidates must observe the rules of hygiene, health and safety throughout the evaluation.

EVALUATION FORM

HAIRDRESSING 19 – Creative Colouring Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 208 RESULT: PASS ☐ FAIL ☐
--	--

OBSERVATION			RESULT
	YES NO		
1	CONSULTATION WITH THE CLIENT	Start:	(_____)
1.1	Accurate understanding of client's expectations - inclusion on card of information on hair and scalp - determination of colouring effects sought - reformulation of client's expectations Error tolerance: one error in the collection of information on the hair and scalp	☐ ☐ ☐ ☐ ☐ ☐	0 or 10
1.2	Appropriate suggestions for innovative colouring effects - use of a portfolio and magazines - suggestions for innovative colouring effects - suggestions consistent with client's morphology, physiognomy and complexion	☐ ☐ ☐ ☐ ☐ ☐	0 or 5
2	CHOICE OF A CREATIVE COLOURING TECHNIQUE		
2.1	Choice of colouring effects consistent with results sought	☐ ☐	0 or 5
2.2	Recording of relevant information on the technical services chosen	☐ ☐	0 or 5

OBSERVATION		YES		NO		RESULT
3	CREATIVE COLOURING TECHNIQUE					
3.1	Proper preparation of equipment and products	☐	☐			0 or 5
3.2	Use of technique consistent with results sought					
	- sound planning of tasks	☐	☐			
	- quality of technical services chosen	☐	☐			
	- methodical work	☐	☐			
	- observance of hygiene, health and safety rules	☐	☐			
	- constant attention toward the client	☐	☐			0 or 20
	Error tolerance: one error provided the overall job is satisfactory					
3.3	Careful examination of result					
	- technical services consistent with results sought	☐	☐			0 or 15
4	ENAHNCEMENT OF THE CREATIVE COLOURING					
4.1	Hairstyle consistent with special colouring effects					
	- hairstyle consistent with special effects	☐	☐			
	- special effects consistent with client's complexion	☐	☐			0 or 10
4.2	Quality finishing					
	- expression of creativity	☐	☐			
	- careful finishing of hairstyle	☐	☐			0 or 5
4.3	Clear concern for client's satisfaction					
	- good advice for aftercare	☐	☐			
	- concern for client's satisfaction	☐	☐			
	- courtesy toward client	☐	☐			0 or 10
	End:					()

OBSERVATION		RESULT
	YES NO	
Observance of time limit	☐ ☐	0 or 10
Total:		/100
Minimum performance standard: 85 points		

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 217 – PERSONALIZED HAIRSTYLING (Module 20)					Duration: 105 hours		
Statement of the competency: <i>Give a personalized hairstyle</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
<i>GIVE A PERSONALIZED HAIRSTYLE (Block 1)</i>							
1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies					
<i>A. GREET AND SEAT THE CLIENT (Block 2)</i>							
Duration: 5%							
2	A.1 Set up the workstation.	Sanitation and hygiene standards Equipment needed for a personalized hairstyle Maintenance and operation of equipment and accessories		Proper setup of workstation in advance			
2	A.2 Greet the client.	Professional attitudes and greeting Personalized greeting Rules of courtesy when greeting clients Appropriate level of language		Professional greeting			
2	A.3 Prepare the client.	Review (see competency 5)		Client comfortably and safely seated			
3	A Greet and seat the client.						

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

2001-09-21

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 217 – PERSONALIZED HAIRSTYLING (Module 20)							Duration: 105 hours					
Statement of the competency: <i>Give a personalized hairstyle</i>												
COMPETENCY			LEARNING			EVALUATION						
Ph*	Learning Focuses		Guidelines	Activities (References)		Evaluation Indicators and Criteria	W _I	W _C	St			
B. GIVE A CONSULTATION FOR A PERSONALIZED HAIRSTYLE (Block 3)										Duration: 15%		
2	B.1	Record information on a data record card.	Client's habits (ability to style own hair, time devoted to hairstyling, frequency of visits to hairdressing salon, etc.) Personality styles (sporty, classic, etc.) Products used by client Previous techniques used Active listening			Proper examination of hair and scalp						
2	B.2	Suggest a style.	Suggestion of a style consistent with analysis of morphology and physiognomy (shape of face, body type and particular features) Consideration of fashion trends using magazines and a portfolio Description of technical services to be carried out Esthetic standards			Suggestion of a style consistent with client's expectations and personality						
2	B.3	Reformulate the client's expectations.	Terminology specific to styling techniques Description of hairstyle Inclusion of information on a data record card			Accurate reformulation of client's expectations Good judgment and sense of observation Inclusion of all information on card						
3	B	Give a consultation for a personalized hairstyle.				1 The style 1.1 Choice of style consistent with client's expectations	15	15	P			

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 217 – PERSONALIZED HAIRSTYLING (Module 20)						Duration: 105 hours			
Statement of the competency: <i>Give a personalized hairstyle</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
C. APPLY THE TECHNIQUES CHOSEN FOR THE PERSONALIZED HAIRSTYLE (Block 4)									Duration: 30%
2	C.1 Plan the work.	Choice of techniques: - a styled cut and permanent - a styled cut and a colouring with special effects Description of the personalized hairstyle using a sketch (essential lines, light and shadow)							
2	C.2 Prepare the equipment.	Implements and equipment Products used							
2	C.3 Give the hairstyle.	Application of techniques for the styled cut with special colouring effects or a styled permanent (day and evening style)		Careful examination of results					
3	C Apply the techniques chosen for the personalized hairstyle.			2 Application of techniques 2.1 Careful application of specialized techniques 2.2 Methodical approach	30	10 20	P P		
D. ENHANCE THE HAIRSTYLE (Block 5)									Duration: 10%
2	D.1 Apply the chosen hairstyle.	Expression of creativity Hairstyle consistent with effect sought Original effects							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

4

918 217 – PERSONALIZED HAIRSTYLING (Module 20)						Duration: 105 hours			
Statement of the competency: <i>Give a personalized hairstyle</i>									
COMPETENCY			LEARNING		EVALUATION				
Ph*	Learning Focuses		Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St	
2	D.2	Enhance the client's personality.	Harmony of the different aspects of the hairstyle Enhancement of client's personality Concern for the client's satisfaction		Quality finishing Enhancement of client's personality Clear concern for client's satisfaction				
3	D	Enhance the hairstyle.			3 Creative hairstyling 3.1 Creativity 3.2 Original effects 3.3 Harmony of the different aspects of the hairstyle	25	5 10 10	P P P	
E. FINISH THE JOB (Block 6)									Duration: 15%
2	E.1	Give advice on how to maintain the hairstyle.	Hairstyling techniques Suggestions for products appropriate for the client's hair Choice of customer loyalty and prospecting techniques consistent with client's personality (suggestions for further services, etc.)						
2	E.2	Invoice the client and record information on the client's card.	Invoicing for services and products Inclusion of information on techniques and products on the client's card Rules of courtesy		Complete information in the client's data record card				
3	E	Finish the job.			4 Final steps 4.1 Good advice on how to maintain the hairstyle	20	5	P	

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

5

918 217 – PERSONALIZED HAIRSTYLING (Module 20)							Duration: 105 hours		
Statement of the competency: <i>Give a personalized hairstyle</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria		W _I	W _C	St	
				4.2	Offer of appropriate products and further services		10	P	
				4.3	Accurate invoicing of services and products		5	P	
<i>GIVE A PERSONALIZED HAIRSTYLE (Block 7)</i>									<i>Duration: 10%</i>
2	Recognize the importance of doing quality work.	Quality criteria for styling techniques Manual dexterity Client's well-being Concern for detail and precision Open-mindedness Professional ethics							
3	Give a personalized hairstyle.				Observance of rules of hygiene, health and safety Adoption of professional attitudes and behaviour Good communication with client Observance of time limit Consideration of fashion trends Appropriate use of sales skills	10	10	P	

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

6

918 217 – PERSONALIZED HAIRSTYLING (Module 20)					Duration: 105 hours		
Statement of the competency: <i>Give a personalized hairstyle</i>							
COMPETENCY		LEARNING			EVALUATION		
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St
<i>GIVE A PERSONALIZED HAIRSTYLE (Block 8)</i>							
2	Work autonomously.	Research on techniques and products Development of psychomotor skills Recognition of opportunities Suggestions for changes Perfection of his or her personal style					
2	Adopt a reassuring attitude toward the client.	Active listening and stress management Confidentiality of conversation with client Sensitivity to client's fears Professional image Explanations on techniques and products to the client Concern for detail					
2	Meet the needs of a client requiring a particular hairstyle.	Problems of alopecia, scars, excessive porosity Special requests: unusual hairstyle requiring adaptation of techniques					

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

7

918 217 – PERSONALIZED HAIRSTYLING (Module 20)							Duration: 105 hours		
Statement of the competency: <i>Give a personalized hairstyle</i>									
COMPETENCY		LEARNING			EVALUATION				
Ph*	Learning Focuses	Guidelines	Activities (References)	Evaluation Indicators and Criteria	W _I	W _C	St		
4	GIVE A PERSONALIZED HAIRSTYLE			Referral to all of the preceding criteria for formative evaluation Referral to the preceding weighted criteria for evaluation for the purpose of certification of studies					
<i>GIVE A PERSONALIZED HAIRSTYLE (Block 9)</i>									
5	GIVE A PERSONALIZED HAIRSTYLE	Activities aimed at developing speed of task execution Activities aimed at developing creativity in his or her work Harmonization of hairstyle and makeup							

* Ph: acquisition phase (1: exploration; 2: basic learning; 3: practice; 4: transfer; 5: enrichment)

A,B,C,...: elements of the competency (specifications of the first-level operational objective)

W_I: relative weighting of indicators; W_C: relative weighting of criteria; St: evaluation strategies (P: practical; T: theory)

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HAIRDRESSING (5745)

918 217 – PERSONALIZED HAIRSTYLING (Module 20)

INFORMATION ON THE EVALUATION

1 INFORMATION AND INSTRUCTIONS

This examination consists in evaluating the candidates' ability to give a personalized hairstyle to a client who wants a hairstyle change. The candidate will be required to carry out a series of tasks for giving either a styled cut and permanent or a styled cut and a permanent hair colouring with special effects. The suggested duration of the examination is five hours. Four candidates may be evaluated at the same time.

2 EXAMINATION PROCEDURE

The task consists in giving a personalized hairstyle to a client who wants a hairstyle change. The candidates are required to show creativity. The work may require the use of different types of equipment (*Jupiter*, *Roller Ball*, etc.) and various materials such as exothermic papers, aluminum papers, sponge rollers, miniwave rollers, sculpting scissors, a *Feather* razor, etc.

The candidates are required to use a portfolio and magazines for the consultation. The examiner will be present when the candidate consults the client with respect to the hairstyle.

The candidates must be provided with a data record card on which to write information on the hair and scalp examination and on previous services. There should be a space reserved on the card for a sketch of the chosen hairstyle. The candidates must also be provided with an aftercare card containing tips for maintaining the hairstyle.

The evaluation will focus on the choice of a hairstyle, techniques and suggestions relating to products and services.

Candidates may not communicate among or help each other.

3 MATERIALS

The following materials are required for the examination:

- a workstation
- a plastic cape
- a shampoo cape
- paper towels
- towels
- combs
- an assortment of scissors
- an assortment of razors

- duckbill clips
- butterfly clips
- a spray bottle for water
- various types of clippers
- a mirror
- a broom and dustbin
- a blow dryer
- a portable dryer
- various hairbrushes
- thermal irons of different diameters
- a straightening iron
- different types of rollers
- hairclips
- a plastic applicator bottle
- a brush
- a colouring bowl
- a timer
- protective gloves
- colour charts
- end papers
- a cash register
- an invoice booklet
- a plastic cap
- various types of rollers
- a variety of papers for special effects
- a portfolio and magazines

PRODUCTS

The following products are required for the examination:

- a disinfectant
- different colouring products
- oxygenated water
- different perm solutions
- a protective cream
- cotton coil
- a porosity equalizer
- shampoo
- hairsprays
- different hairstyling products
- different finishing products
- bleaching products
- different colouring products
- a conditioner
- different products for the sale

4 SPECIAL INSTRUCTIONS

Candidates can find their own clients who meet the criteria for the evaluation.

The evaluation will focus on the results of each step, as the process has already been evaluated in previous competencies.

The examiner may decide whether to assign extra time owing to the complexity of the task and/or unexpected chemical reactions.

Candidates must observe hygiene, health and safety rules throughout the evaluation.

Candidates must provide for a break to allow the examiner to evaluate whether the client's expectations have been met (criterion component 1.1).

Specific suggestions:

- Special colouring effects may include:
 - colouring of two to three tones
 - current special colouring techniques
- Perming techniques
- Cutting techniques
- It is suggested that the techniques be enhanced (cut, colouring, permanent) by giving a creative hairstyle for day or evening.

EVALUATION FORM

HAIRDRESSING 20 – Personalized Hairdressing Candidate's name: _____ School: _____ Permanent code: _____ Date of examination: _____ Examiner's signature: _____	Program code: 5745 Module code: 918 217 RESULT: PASS ☐ FAIL ☐
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OBSERVATION			RESULT
	YES NO		
1 THE STYLE		Start:	(_____)
1.1 Choice of style consistent with client's expectations			
- complete information on the hair and scalp	☐	☐	
- description of chosen hairstyle	☐	☐	
- recording of relevant information on the technical services	☐	☐	
- drawing of techniques to be used (cut, colouring, hairstyle, etc.)	☐	☐	
- use of a portfolio or magazines	☐	☐	
Error tolerance: one error with respect to each item provided the overall job is satisfactory	☐	☐	
- client's expectations confirmed with tact and courtesy	☐	☐	0 or 15
2 APPLICATION OF TECHNIQUES			
2.1 Careful application of specialized techniques			
- technical quality of haircut	☐	☐	
- consistency of haircut with result sought	☐	☐	
- technical service consistent with result sought	☐	☐	
- observance of rules of hygiene, health and safety	☐	☐	0 or 10

OBSERVATION			RESULT
	YES	NO	
2.2 Methodical approach			
- work well planned	☐	☐	
- appropriate choice of equipment and products	☐	☐	0 or 20
3 CREATIVE HAIRSTYLING			
3.1 Creativity	☐	☐	0 or 5
3.2 Original effects	☐	☐	0 or 10
3.3 Harmony of the different aspects of the hairstyle			
- hairstyle consistent with result sought	☐	☐	
- harmony of results	☐	☐	
- careful finishing of personalized hairstyle (drying, volumes, ends)	☐	☐	0 or 10
4 FINAL STEPS			
4.1 Good advice on how to maintain the hairstyle			
- aftercare at home	☐	☐	
- tips on aftercare	☐	☐	0 or 5
4.2 Offer of appropriate products and further services			
- suggestion for further services	☐	☐	
- suggestion for products	☐	☐	
- observance of rules of courtesy	☐	☐	0 or 10
4.3 Accurate invoicing of services and products	☐	☐	0 or 5
	End:		()

OBSERVATION		RESULT
	YES NO	
Observance of time limit	☐ ☐	0 or 10
Total:		/100
Minimum performance standard: 85 points		

Comments: _____

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

1

918 227 – PRACTICUM (Module 21)				Duration: 105 hours	
Statement of the competency: <i>Take part in the working world</i>					
COMPETENCY		LEARNING		EVALUATION	
Learning Focuses		Guidelines	Activities (References)	Participation Indicators and Criteria	W _I W _C
PHASE 1: LOOKING FOR A PRACTICUM POSITION (Block 1) <i>Duration: 10%</i>					
1.1	Situate the competency with respect to the program as a whole.	Reason for the competency Course outline Links with other competencies			
1.2	Find out about the conditions of the practicum.	Conditions of the practicum: - length - guidance and supervision - practicum report			
1.3	Identify establishments likely to accept student trainees.	Sources of information (newspapers, personal contacts, etc.) Inventory of potential companies			
1.4	Choose an establishment.	Links between the competency and the workplace Information on activities allowing for assimilation of basic learning, in which the company could play a role			
1.5	Request an interview.	Attitudes needed when looking for a practicum position (availability, enthusiasm, etc.) Description of preferences, expectations, interests Fears regarding the practicum Ways of requesting an interview (typical questions asked in an interview, phone calls, review of personal documents, etc.)			

* W_I: relative weighting of indicators; W_C: relative weighting of criteria

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

2

918 227 – PRACTICUM (Module 21)					Duration: 105 hours	
Statement of the competency: <i>Take part in the working world</i>						
COMPETENCY		LEARNING		EVALUATION		
Learning Focuses		Guidelines	Activities (References)	Participation Indicators and Criteria	W _I	W _C
1.6	Prepare a résumé.	Purpose Content and layout		1 Prepare a résumé.	5	5
				1.1 Gather all the information needed to write and make a résumé stand out.		
1.7	Make an application.	Telephone calls Submitting the résumé (to about five hairdressing salons) Requesting a reply		2 Carry out the steps in the search for a practicum position.	5	5
				2.1 Prepare a report on the steps involved in looking for a practicum position.		
PHASE 2: PRACTISING THE TRADE (Block 2)						
Duration: 85%						
2.1	Find out how the establishment operates.	Work hours Tasks to perform Philosophy of the salon Expectations of the employer with respect to student trainees		3 Describe the operation of the hairdressing salon.	10	10
				3.1 Gather relevant information on the operation of the hairdressing salon.		
2.2	Observe the workplace.	Observations in the workplace: - interpersonal relations - operation of equipment - techniques used		4 Apply the rules of professional ethics.	10	10
				4.1 Show concern with applying the rules of professional ethics regarding the policies of the hairdressing salon.		
2.3	Perform different professional tasks or participate in carrying them out.	Greeting clients Participation in different tasks and techniques (partial or complete) Related tasks (making coffee, scheduling appointments, etc.)		5 Observe the employer's instructions regarding proposed activities.	15	15
				5.1 Cooperate on an ongoing basis in the tasks assigned.		

* W_I: relative weighting of indicators; W_C: relative weighting of criteria

ANALYSIS AND PLANNING TABLES

HAIRDRESSING (5745)

3

918 227 – PRACTICUM (Module 21)					Duration: 105 hours		
Statement of the competency: <i>Take part in the working world</i>							
COMPETENCY		LEARNING		EVALUATION			
Learning Focuses		Guidelines	Activities (References)	Participation Indicators and Criteria		W _I	W _C
2.4	Find out whether the practicum supervisor is satisfied.	Ability to discuss his or her strengths and points to improve with the practicum supervisor, from the very start		6	Cooperate with the practicum supervisor.	20	
				6.1	Participate actively in meetings with the practicum supervisor.		10
				6.2	React positively to comments.		10
2.5	Keep a log.	First impressions Observations and participation Clarity and precision of points developed		7	Keep a dialy log.	10	
				7.1	Keep a daily log.		10
PHASE 3: EVALUATION (Block 3)							Duration: 5%
3.1	Present a report on the practicum.	Writing of the practicum report by observing the teacher's directions: - tasks and exercises - transfer of knowledge to the workplace		8	Write a report on the practicum.	15	
				8.1	Write a practicum report.		15
3.2	Discuss the experience with the teacher.	Discussion of specific aspects of the practicum Ability to discuss strengths and points to improve		9	Express an opinion of the practicum.	10	
				9.1	Discuss the evaluation of the practicum with the teacher.		10
3.3	Participate in the evaluation of the practicum.	Active participation Quality of guidance and supervision Satisfaction or dissatisfaction					
3.4	Evaluate how the practicum experience will affect the choice of a future job.	Links between the practicum experience and personal preferences, interests, aptitudes and expectations					

* W_I: relative weighting of indicators; W_C: relative weighting of criteria

HAIRDRESSING (5745)

918 227 – PRACTICUM (Module 21)

INFORMATION ON THE EVALUATIONS

The candidates will have to take part in the working world. Evaluation of the candidates' participation in training activities will be based on observations made by the teacher and the practicum supervisor at certain points during the practicum. It will also be based on the candidates' assignments (résumés, observation sheets, questionnaires, practicum reports, etc.).

PHASE 1: LOOKING FOR A PRACTICUM POSITION

1 PREPARE A RÉSUMÉ

Candidates are expected to write their résumés and provide information on their hairdressing training.

2 CARRY OUT THE STEPS IN THE SEARCH FOR A PRACTICUM POSITION

The search for a practicum consists in making an application and carrying out the steps necessary to have the application accepted. Candidates are required to submit a report of this process to the teacher.

PHASE 2: PRACTISING THE TRADE

3 DESCRIBE THE OPERATION OF A HAIRDRESSING SALON

Documents provided by the teacher will help and guide candidates in collecting and summarizing information.

4 APPLY THE RULES OF PROFESSIONAL ETHICS

Throughout their practicums, candidates are expected to apply the rules of professional ethics that are observed in a hairdressing salon. Particular attention should be paid to the confidentiality of conversations and respect for clients and other hairdressers.

5 OBSERVE THE EMPLOYER'S INSTRUCTIONS FOR PROPOSED ACTIVITIES

The teacher must take into account the following factors:

- the appraisal of the candidate by the practicum supervisor
- the candidate's behaviour in carrying out assigned tasks
- respect for the employer's policies

6 COOPERATE WITH THE PRACTICUM SUPERVISOR

The teacher will prepare candidates to be receptive to any comments that could help them make progress in their practicum and learning.

7 KEEP A DAILY LOG

This log should include a detailed description of daily activities.

PHASE 3: EVALUATION**8 WRITE A REPORT ON THE PRACTICUM**

Candidates are expected to write a report of their experience during the practicum. The report is to be written at home and submitted to the teacher at the end of the practicum.

The practicum supervisor is also required to complete an appraisal report on the student trainee. The form for the report is provided by the school.

9 EXPRESS THEIR OPINIONS OF THE PRACTICUM

During the evaluation of the practicum, teachers are expected to encourage candidates to express their opinions of the practicum. Instructors will be required to take into account the employer's appraisal report in their evaluation. The practicum review should help candidates confirm their career choice.

PARTICIPATION EVALUATION FORM

HAIRDRESSING	Program code: 5745
21 – Practicum	Module code: 918 227
Candidate's name: _____	
School: _____	RESULT:
Permanent code: _____	PASS FAIL
Date of examination: _____	☐ ☐
Examiner's signature: _____	

PARTICIPATION COMPONENTS	RESULT YES NO
PHASE 1: LOOKING FOR A PRACTICUM POSITION 1 PREPARE A RÉSUMÉ 1.1 Gather all the information needed to write and make the résumé stand out - precise and complete information - clarity and layout	☐ ☐
2 CARRY OUT THE STEPS IN THE SEARCH FOR A PRACTICUM POSITION 2.1 Prepare a report on the steps involved in looking for a practicum position	☐ ☐
PHASE 2: PRACTISING THE TRADE 3 DESCRIBE THE OPERATION OF THE HAIRDRESSING SALON 3.1 Gather relevant information on the operation of the hairdressing salon	☐ ☐
4 APPLY THE RULES OF PROFESSIONAL ETHICS 4.1 Show concern with applying the rules of professional ethics regarding the policies of the hairdressing salon	☐ ☐

PARTICIPATION COMPONENTS		RESULT YES NO	
5	OBSERVE THE EMPLOYER'S INSTRUCTIONS REGARDING PROPOSED ACTIVITIES		
5.1	Cooperate on an ongoing basis in carrying out the assigned tasks	☐	☐
6	COOPERATE WITH THE PRACTICUM SUPERVISOR		
6.1	Participate actively in meetings with the practicum supervisor	☐	☐
6.2	React positively to comments	☐	☐
7	KEEP A DAILY LOG		
7.1	Keep a daily log	☐	☐
	- description of daily activities		
	- schedule		
PHASE 3: EVALUATION			
8	WRITE A REPORT ON THE PRACTICUM		
8.1	Write a practicum report	☐	☐
	- information on the company		
	- description of specific aspects of the practicum		
9	EXPRESS AN OPINION OF THE PRACTICUM		
9.1	Discuss the evaluation of the practicum with the teacher	☐	☐
Pass/fail conditions: 8 YESes out of a possible 10, and a YES for component 5.1			

Comments: _____
