

Rajasthan Skill & Livelihoods Development Corporation

1. Module Name	Beauty Therapy & Hair Styling (Level-1)
2. Sector	Beauty Culture & Hair Dressing
3. Entry Qualification	Minimum 10 th Pass
4. Minimum Age (in years)	15
5. Duration	92 days/ 552 hrs.
6. Provision of Tool kit	Yes
7. Terminal Competency	<p>After completion of the course the trainee will be able to:</p> <ul style="list-style-type: none"> ➤ demonstrate professional ethics and safety precautions in handling tools and equipment; ➤ undertake sterilization and sanitation; ➤ undertake manicure, pedicure; ➤ provide various types of hair removing treatments; ➤ undertake threading, tweezing and bleaching; ➤ undertake different types of hair styling using hair accessories and thermal equipments; ➤ undertake different types of make-ups; ➤ undertake facials according to types of skin; ➤ undertake scalp manipulations; ➤ use various types of gadgets for treatment of hair and scalp; ➤ undertake hair cut and coloring; and ➤ work as Beauty therapist, Facial therapist, Make-up Artist & Hair stylist.

	Approx. hrs.
8. Registration, Inauguration, introduction and objectives of the course	2

9. Course content			
Practical Competencies	Approx. hrs.	Under pinning Knowledge (Theory)	Approx. hrs.
<ul style="list-style-type: none"> • Group Discussion. • Personal Grooming For profession. 	18	Personality Development <ul style="list-style-type: none"> • Personal Grooming • Hygiene Rules • Professional Ethics • Communication Skills 	12
<ul style="list-style-type: none"> • Trolley setting • Practice in using of all equipments use for sterilizing & sanitizing 	6	Sterilization & Sanitization <ul style="list-style-type: none"> • Purpose • Methods • Safety Precaution /do's & don'ts 	6
<ul style="list-style-type: none"> • Trolley setting • Client consultation • Practice for Manicure & Pedicure 	24	Manicure & Pedicure <ul style="list-style-type: none"> • Definition • Purpose • Selection of Tools & Equipments • Product knowledge • Procedure • Safety Precautions/do's & don'ts • Contra indications • Contra-actions • After care/Home care 	6

<ul style="list-style-type: none"> • Trolley setting • Client consultation • Allergy test procedure • Practice in waxing- hot , cold & warm wax • Practice by chemical depilation method 	24	Temporary removal of Superfluous hair <ul style="list-style-type: none"> • Hair growth cycle • Purpose of removing superfluous hair. • Definition and Methods of Epilation and Depilation • Product Knowledge • Allergy test • Client consultation • Procedure • Contra-actions • Contra-indications • Safety precautions/ Do's & Dont's. • After care/home care 	6
<ul style="list-style-type: none"> • Trolley setting • Client consultation • Practice of eyebrow shaping, upper lip, chin & forehead by threading and tweezing method • Patch test Procedure • Bleaching procedure 	24	Threading, Tweezing and Bleaching <ul style="list-style-type: none"> • Purpose • Definition • Types and methods • Client consultation • Product knowledge • Patch test • Procedure • Contra-actions • Contra-indications • Safety precautions/ Do's & Dont's. • After care/Home care 	9
<ul style="list-style-type: none"> • Trolley setting • Client draping • Practice of making different types of hair styles with the use of hair accessories 	36	Basic Hair Styling <ul style="list-style-type: none"> • Purpose • Selection of tools, equipments & cosmetics • Client consultation • Knowledge of Hair Styling techniques as <ul style="list-style-type: none"> a) Rolls b) Twisting c) Braiding d) Curls • Safety Precautions • After care 	6
<ul style="list-style-type: none"> • Trolley setting • Client draping • Practice in making different hair styles with the use of different thermal equipments. 	48	Thermal Hair Styling <ul style="list-style-type: none"> • Purpose • Selection of tools, equipments & cosmetics • Client consultation • Types of thermal styling equipments as - <ul style="list-style-type: none"> a) Hair dryer b) Crimping rods c) Straightening rods d) Electric rollers e) Curling rods. • Safety Precaution / Do's & don'ts • After care 	6

<ul style="list-style-type: none"> • Trolley setting • Client draping • Practice in different types of Make-Ups • Practice in different types of Bindi Designing. 	54	Basic Make-up & Bindi Designing <ul style="list-style-type: none"> • Purpose • Selection of Tools • Color theory • Client consultation • Reorganisation of types of skin • Selection of correct colors, correct cosmetic. • Types of Make-Ups <ul style="list-style-type: none"> a) Day Make-Ups b) Evening Make-Ups c) Bridal make-up • Application Techniques • Safety Precautions /Do's & don'ts • After care 	9
<ul style="list-style-type: none"> • Trolley arrangement. • Practice in giving facials according to types of skin 	54	Facials <ul style="list-style-type: none"> • Meaning of Massage • Techniques of Massage • Benefits of Massage • Selection of Tools & Equipments • Reorganization of types of skin <ul style="list-style-type: none"> a) Oily b) Dry c) Combination d) Normal skin • Procedure according to skin type. • Safety Precautions / Do's & don'ts • After care 	6
<ul style="list-style-type: none"> • Trolley setting • Client Draping • Scalp Analysis • Procedure of giving a Shampoo, conditioner & Rinsing. • Scalp manipulations • Practice in uses of gadgets as -High frequency, Infra Red Lamp, Scalp Steamer for treatment of hair & scalp. 	12	Scalp Massage, Shampooing/ Conditioning, Rinsing <ul style="list-style-type: none"> • Purpose • Client consultation • Scalp analysis • Knowledge of different gadgets for scalp treatment • Product knowledge • Scalp Manipulations • Benefits • Safety Precaution / Do's & don'ts • After care 	6
<ul style="list-style-type: none"> • Trolley setting • Client draping • Practice in all types of basic haircuts. 	52	Hair Cuts <ul style="list-style-type: none"> • Hair texture. • Sectioning. • Facial shapes • Hair cutting techniques • Elevation • Selection of tools & equipments • Product knowledge 	12

		<ul style="list-style-type: none"> • Client consultation • Knowledge of types of basic haircuts as - <ul style="list-style-type: none"> a) One Length b) 'U' cut c) Blunt cut d) Forward Layering e) Square Layer f) Fringes • Safety Precautions / Do's & don'ts • After care 	
<ul style="list-style-type: none"> • Trolley setting • Client draping • Practice in applying • Natural Hair Pack (Henna) 	34	Natural Hair Pack <ul style="list-style-type: none"> • Purpose • Classification • Client consultation • Procedure • Safety Precautions/ Do's & don'ts • After care 	6
<ul style="list-style-type: none"> • Market Survey • Project Work 	24	Entrepreneurship & Soft Skills and Computer Literacy Module:	0
		<ul style="list-style-type: none"> • Entrepreneurship – its necessity and charms of being an entrepreneur. 	1
		<ul style="list-style-type: none"> • Who is an entrepreneur and characteristics of a successful Entrepreneur? 	2
		<ul style="list-style-type: none"> • How to identify Business opportunities? 	2
		<ul style="list-style-type: none"> • Steps for setting up a small scale venture. 	1
		<ul style="list-style-type: none"> • Institutional support for entrepreneurship (whom to contact for what) 	2
		<ul style="list-style-type: none"> • Government (Central/ State) Schemes and assistance from Banks/ other financial institutions <ul style="list-style-type: none"> - Procedures and formalities for getting loan. 	2
		<ul style="list-style-type: none"> • How to prepare Business plan? 	2
		<ul style="list-style-type: none"> • Financial literacy-Costing, Pricing, Profitability and Break Even Analysis. 	2
		<ul style="list-style-type: none"> • Cash management in small enterprises. 	2
		<ul style="list-style-type: none"> • Accounting and Book Keeping 	2
		<ul style="list-style-type: none"> • Introduction to Taxation 	1
		<ul style="list-style-type: none"> • Shop and Establishment Act and its provisions. 	1
		<ul style="list-style-type: none"> • Creativity, Problem solving & decision making. 	1
		<ul style="list-style-type: none"> • Common mistakes generally made by entrepreneurs. 	1

		• Interaction with successful entrepreneur and success stories.	2
		• Communication and Negotiation skills.	1
		• Interpersonal skills	1
		• How to Deal with customer attitude – Effective selling.	1
		• Marketing – Basic concepts/ Skills and effective mode of advertising.	1
		• Introduction to e-commerce.	2
Computer Fundamentals Customize the Desktop Environment e.g. Desktop, Start Menu, and Taskbar etc. Configuring & Migrating Files, Folders & Settings - Folder Views, Accessibility Settings	2	Computer Fundamentals, MS-Office & Internet introduction to Computers History of Computers Components of Hardware Peripherals	1
MS Word Creating, Organizing & Formatting Content Collaborating – Merge, Insert, View, Edit, Track Mode etc. Formatting & Managing Documents	4	Concept of Operating System – Windows XP, Exploring & Configuring the Windows XP Desktop Environment-Customize the Desktop, Start Menu, and Taskbar etc. Configuring & Migrating Files, Folders	1
MS Excel Creating, Analyzing & Formatting Data & Content Collaborating - Insert, View, Edit etc. Managing Workbooks	3	Settings - Folder Views, Accessibility Settings Features of Windows XP Understanding concepts of Word processing using MS-Word	1
MS PowerPoint Creating & Formatting Content Collaborating - Track, Edit, Add, Delete Comments, Merge Managing & Delivering Presentations	3	Understanding concepts of Electronic spreadsheet and various types of entries in it	
Internet Concepts Opening websites and downloading data Writing, reading and sending emails	4	Understanding concepts of URL Creating and Opening an E-mail account. Receiving and sending emails Searching information on Internet.	1
Approx. Total Practical hours	426	Approx. Total Theory hours	124
Grand Total (2+426+124)			552

10. Tools, Equipments and Material for a batch of 30 trainees (15 work stations)

S.No.	Item	Quantity	S.No.	Item	Quantity
	Hair			Skin	
1	Barber Scissors	15 Nos.	1	Magnifying lamp	6 Nos.
2	Thinning Scissors	15 Nos.	2	Vapozone	6 Nos.
3	Velcro Rollers (Large, medium, & small)	15 dz. each	3	Beauty Studio (Ultrasonic/ Galvanic/ High Frequency, Brushing unit, Vacuum & Spray)	6 Nos.

4	Perm rollers (Star Perm, Ladder Perm, spiral rods, Chop sticks, Wooden rollers (different sizes - Small, medium, large)	15 dz. each	4	High frequency*	6 Nos.
5	Manual Razor	15 Nos.	5	Infra red Lamp	3 Nos.
6	Dust Brush	15 Nos.	6	Wax heater	3 Nos.
7	Swiggle	15 Nos.	7	Beauty Trolley	3 Nos.
8	Dye Brush	15 Nos.	8	Facial Bed	6 Nos.
9	Back View Mirror	15 Nos.	9	Manicure Bowls	15 Nos.
10	Cutting sheet	15 Nos.	10	Pedi spa tub	1 No.
11	Dye Bowl	15 Nos.	11	Pedicure Foot Bath	6 Nos.
12	Professional Hair Brushes set	15 sets	12	Manicure stools	6 Nos.
13	Scalp steamer	15 Nos.	13	Manicure table	6 Nos.
14	Hot Rollers	15 sets	14	Pedi stool	6 Nos.
15	Dummy head on stand with slipon	15 Nos.	15	Manicure Trolley	3 Nos.
16	Dryer	6 Nos.		Lab	
17	Crimper	3 Nos.	1	Dry Sterilizer (Ultra Violet)	3 Nos.
18	Mirror Panel	6 Nos.	2	Boiler	1 No.
19	Styling Chair (multipurpose for hair & beauty services)	6 Nos.	3	Front wash Basin	3 Nos.
20	Shampoo Station with chair	3 Nos.	4	Curtain/Blinds for Lab	As required
21	Hair Trolley	6 Nos.	5	Blanket	3 Nos.
22	Ceramic Straightening Iron	6 Nos.	6	Hot towel cabinet	3 Nos.
23	Curling Rods with attachments	3 Nos.	7	Computer system with Internet facility & Printer	15 Nos.
24	Neck Tray (for perming)	15 Nos.	8	Computer Table	15 Nos.
25	Rebonding Boards	15 Nos.	9	Heat Convector	4 No.
26	Benders	15 dz.	10	Air conditioner split 2 ton with stabilizer	As required
27	Hood Dryer	3 Nos.	11	Student Lockers	15 Nos.
28	Gloves (Latex)	3 Nos.	12	Refrigerator	1 No.
			13	Almirah	3 Nos.
			14	Teacher's Chair and table set	1 No.
			15	Black head remover	3 No.
			16	Display board (minimum 3 X 4 feet size)	As required
			17	Wet Sterilizer	3 Nos.

Trainee's Personal Kit – Following tools and other items must be made available by the training provider to each trainee preferably during the first week of training itself

S.No.	Description	Quantity
1	Tail comb	01 each
2	Style Comb	01 each
3	Open teeth tail comb	01 each
4	Small Bowl	02 each
5	Facial Band	02 each
6	Spray bottle	01 each
7	Nail File	01 each
8	Nail Cutter	01 each
9	Plain Switches	01 each

10	Switch Stand	01 each
11	Personal Towel (Medium)	2 nos.
12	Napkin	2 nos.
13	Hair Accessories	As required
14	Make-up Brush	01 each
15	Pack & Bleach Brush	01 each
16	Wax applicator	01 each
17	Braid	01 each
18	Bob Pins	As required
19	Juda Pins	As required
20	Setting clips	As required
21	Lab Coat	01 each
22	Manicure Set	01 each
23	Pedicure Set	01 each

Note:

- Sterilization of tools & hand sanitization should be practiced in each practical.
- Since each trainee has to have all 23 items mentioned under Trainee's Personal Kit above, District Manager may like to check the numbers in proportion to the youth recommended for training. Training Provider may use the funds available for tool kit from RSLDC and share of trainees as per RSLDC guidelines.
- Services of guest speakers will be taken for relevant subjects as per need.

S.No.	Item	Quantity	S.No.	Item	Quantity
	Hardware			Software:	
1	Computers/Laptops	10 (one for three trainee)	6	Microsoft Windows 7/8/10 or UNIX/ LINUX or latest software	For all Systems
2	Power backup	For all Systems	7	Microsoft Office 2007/ 2010/ 2013 or latest software	For all Systems
3	Inkjet/Laser Printer (Network/USB Printer)	1	8	Antivirus Software (TVD/ Norton/ Quick Heal Total Security/ Kaspersky/ Any Popular brand)	For all Systems
4	Speaker	1	9	Internet Connection	For all Systems
5	Spare H/W components	As per requirement			