

P. G. DIPLOMA IN SKIN AND HAIR THERAPY

W.E.F. 2013-14

Duration of Course - One Year

Eligibility: Graduate in any stream

With effect from : (2013-14)

Sr No	Subject Title	Theory		Time	Practical	Time	Total	
		External	Internal				Theory	Practical
1	Basics of Beauty Therapy	80	20	3 hrs	50	3 hrs	100	50
2	Tools & Techniques in skin Care	80	20	3 hrs	50	3 hrs	100	50
3	Hair Care & Styling	40	10	3 hrs	100	3 hrs	50	100
4	Basics of Human Anatomy	40	10	3 hrs	-	-	50	-
5	Nutrition and Yoga	40	10	3 hrs	50	3 hrs	50	50
		Total					350	250

Total Marks: 600

Rationale:

The course deals with the necessary basic fundamentals required for the beauty culture profession. It is necessary for the student to know some important professional ethics with respect to beauty culture. They get knowledge regarding examination of face, neck and hair to have proper selection of treatment and application of most suitable cosmetics. They are introduced to the various electrical, heat, light, ultra sound and oil treatment for skin conditioning along with the types of electrical current and its safety. This course gives the basic fundamental knowledge to the beauty culture students with respect to necessary normal shampooing, rinsing, shaping of hair as well as it gives the basic requirements of scalp treatments. They get better understanding of anatomy of cells, tissues, muscles, nails and hair and the introductory and informative knowledge about digestive, respiratory, nervous, reproductive, endocrine and urinary system which is also necessary for the beauty culture students

P. G. DIPLOMA IN SKIN AND HAIR THERAPY
PAPER-1 Basics of Beauty Therapy (Theory)

Duration of exam: 3 hrs

M.M.: 100

Theory Exam: 80

Int. Assessment: 20

Note: Examiner will set nine questions. First question is compulsory and will be of short question answer covering the whole syllabi. Remaining four questions will be attempted by selecting at least one question from each unit. All the question carry equal marks.

Unit-I

Professional roles and responsibilities:-

Health, hygiene and safety, Bacteriology, Controlling the saloon environment, Health and safety, Physical safety, Fire Safety, Electrical safety, First aid, Product safety, Client care, Treatment hygiene, Sanitization and sterilization, Saloon security.

Reception:-

Organization and customer care, First Impression, the receptionist, Communication skills, Looking after clients and visitors, Making appointments, Handling enquiries, taking messages, Dealing with complaints, Processing payments Cashing up and dress Code

Selling products and services:-

Planning and retail selling products, treatment and services

Unit-II

Examining the face and neck:-

Skin analysis, facial anatomy and skin types, Assessing the client, Examining the face, Bone structure, Muscles of the face, neck and shoulders, the nerves, Blood supply, Diseases and disorders of the skin, Allergies to facial treatments

Facial massage and skin care:-

Saloon treatments and home care, Skin care, Advice for home care, Cleansers, Exfoliation – Scrubbing - to remove dead skin, Toners, Moisturizers, Face masks, Specialized skin products. Eye care, Neck care, Lip care, Caring for dark skin, Professional facial treatment. Cleaning the skin, Removing skin blockages, Exfoliating, Facial massage, Applying a face mask, Completing facial treatments.

Unit-III

Make-up:-

Choosing and using colour cosmetics Make-up services, Wedding make-up, Preparing for make-up for a fashion show, Hygiene precautions, Choosing and applying make-up products, Foundation, Face powder, Contour cosmetics, Corrective make-up – to give ideal shape (oval) the make up given to any shape of face, Eye cosmetics, Corrective eye-make-up, Lip cosmetics, Corrective lip make-up, Allergies to make-up products

Eye brow:- Shaping and enhancing eyebrows according to the shape of the face

Unit-IV

Manicure and pedicure:-

Treatment for the nails, hands and feet assessing the client for treatment, Structure and growth of nails. Diseases and disorders of the hands and feet. Manicure , Hand massage, Pedicure, Foot massage

Removing and lightening hair:- Methods of removing unwanted hair, Waxing and bleaching, depilation, Bleaching, Other methods of hair removal,

PAPER-1 Basics of Beauty Therapy (Practical)

Duration of Exam: 3 hrs

M.M.: 50

Exam: 50

- Skin Analysis
- Professional Facial
- Make-Up
- Depilation: Waxing, Threading
- Bleaching
- Face Pack/ Masks
- Manicure
- Pedicure
- Advanced make up
- Corrective make up

Books:-

Sr. No	Title	Author
01	A Practical Guide to Beauty Therapy	Janet Simms ISBN 0-7487-1505-8
02	Beauty Therapy –The Foundation	Lorraine Nordman ISBN 0-333-60107-6
03	A Guide for Health & Beauty Therapists Volume-1 Face, Hands & Feet	Gaynot Winard ISBN 0-582-24790-X
04	Principles & Techniques for the Beauty Specialist	Ann Gallant ISBN 0-748715509
05	The Beauty Therapy Fact File	Susan Cressay ISBN -0 750604670
06	Beauty Therapy	Compiled by Maya Paranjape
07	Beauty Therapy-The Foundation Level II	Lorraine Nordman
08	Standard textbook on Cosmetology	My Lady Publication

PAPER -2 Tools & Techniques in Skin Care (Theory)

Duration of exam: 3 hrs.

M.M.: 100

Theory Exam: 80

Int. Assessment: 20

Note: Examiner will set nine questions. First question is compulsory and will be of short question answer type covering the whole syllabi. Remaining four questions will be attempted by selecting at least one question from each unit. All the question carry equal marks.

Unit-I

Specialized Electrical treatment for face: High Frequency- Direct

Galvanic Machine treatment

For dehydrated skin –Ageing process

For congested skin –Crusty skin

Unit-II

Treatment for Seborrhea

Acne treatment, Alopecia, dandruff treatment

Blemished skin treatments-

Scrubs, enzyme peel and other methods of exfoliation

Unit-III

Feradic current NMS

Motor point and Facial electrode method

Lymphatic Drainage

Unit-IV

Types of Therapy:

Light therapy: Infrared, Ultra Violet

Heat therapy, ozone, vaporizer

Hot oil and paraffin wax mask theory

Electricity and Electrical safety rules

PAPER -2 Tools & Techniques in Skin Care (Practical)**Duration of exam: 3 hrs****M.M.: 50****Exam: 50**

- HF- Acne, Alopecia, Dandruff
- Galvanic- Dis-incrustation, Ionisation
- Exfoliation- Brushing
- Feradic-Face
- Vacuum –Face

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01	A Practical Guide to Beauty Therapy	Janet Simms ISBN 0-7487-1505-8
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PAPER -3 –Hair Care & Styling (Theory)

Duration of exam: 3 hrs

M.M.: 50

Theory Exam: 40

Int. Assessment: 10

Note: Examiner will set nine questions. Candidate will attempt five questions. First question is compulsory and will be of short question answer type covering the whole syllabi. All the question carry equal marks.

Basic Hair Structure

Shampooing and Rinsing

Hair Shaping :-

Layers, Boy-Cut, Club Cut

Scalp treatment

Head massage

Short Hair Styling:-

Roller Setting, Blow drying

Long Hair Styling

Buns and curls on Hair Switch

Braiding Long and Short Hair

P. G. DIPLOMA IN SKIN AND HAIR THERAPY
PAPER -3 –Hair Care & Styling (Practical)

Duration of Exam: 3 hrs

M.M.: 100

Exam: 100

Head Massage

Hair cut straight, bunt layering step

Long Hair Style

Short Hair Style

Braiding

Styling short hair – Blow drying, Roller selling

Books:

Sr. No	Subject	Author's Name
1	Standard Textbook of Cosmetology	My Lady Publication
2	Hair Dressing I	Leo Pollacine
3	Hair Dressing II	Martin Green
4	Hair Dressing III	Martin Green, Leo Pollacine
5	Note Book on Hair Dressing (Basic & Advance)	Complied by Maya Paranjape

P. G. DIPLOMA IN SKIN AND HAIR THERAPY
PAPER-4 Basics of Human Anatomy (Theory)

Duration of exam: 3 hrs.

M.M.: 50

Theory Exam: 40

Int. Assessment: 10

Note: Examiner will set nine questions. Candidates will attempt five questions. Question No. I is compulsory of short questions- answer covering whole syllabus. All the question carry equal marks.

Anatomy: Basic Beauty, Cell, Tissues- Types of tissues, System- definition, Basic Facial anatomy,: Bones of skull and face, muscles of facial expression and mastication, Bone attachment of facial expression and muscles, muscles of scalp and forehead, Anatomy of the neck and shoulder, girdle bones of upper limb and muscles of shoulder girdle. Structure of skin, Sweat and sebaceous gland, Functions of the skin. Skin's defense against bacteria. Types of nerves of Head, face and neck, structure of nail,

Skin disorder, blemishes, pigmentation abnormalities, and allergic skin conditions.

Anatomy of hair:

Hair Structure: Hair growth cycle: Biology of hair growth. Anagen Catagen, Telogen, early anagen

Books

Subject	Author's Name
Anatomy and physiology	Ross and Wilson ISBN 0443-03530-X
Lecture notes for beauty therapist: Anatomy & Physiology	Dr. R. Leibowitz ISBN -646-35699-2
Anatomy for Beauty-I & II	Compiled by Maya Paranjape

P.G. DIPLOMA IN SKIN AND HAIR THERAPY
PAPER 5- NUTRITION AND YOGA (Theory)

Duration of exam: 3 hrs.

M.M.: 50

Theory Exam: 40

Int. Assessment: 10

Note: Examiner will set nine questions. Candidate will attempt five question First question is compulsory and will be of short question answer covering the whole syllabi. Remaining four questions will be attempted by selecting at least one question from each unit. All the question carry equal marks.

Unit-I

Food- Definition, Functions and Importance. Methods to increase the nutritive value of food

Nutrients –Proteins, Carbohydrates, Fats,

Vitamins –A, D, E, K, B₁, B₂, B₃, C

Minerals- Iron, Calcium , Phosphorus, Sodium, Potassium, Iodine; Fibre, Water - sources ,functions, effect of deficiency and excess of all the nutrients

Balanced diet- Different food-groups, Role of balanced diet in improving the Quality of skin and hair, balanced diet for adolescents and adults.

Unit-II

Importance of Yoga-Meaning of Yoga- Types of Yoga, HathaYoga, RajYoga, The Physical, Mental & Spiritual benefits of Meditation, Asanas & pranayama..

The physical & Mental benefits of the following

Asanas- Shakti band series I, II, III. Tadasan, Triyaktdaasan, Trikonasan ,Surya Namaskar, Naukasan, Sinhasan

The Physical & Mental benefits of Pranayama, anuloma-viloma pranayama, Bharamari Pranayama

Books:

Subject	Author's Name
Fundamentals of Nutrition	M.S.Swaminathan
Textbook of Human Nutrition	M. S. Banji, N. P. Rao
Nutrition A- Practical Approach (IInd edition)	R. L. Bijlani
Nutrition in nutshell	Arti sankhla

PAPER 5- NUTRITION AND YOGA (Practical)**Duration of exam: 3 hrs.****M.M.: 50****Theory Exam: 50**

- a) Preparing a chart on Nutrients/balanced diet
- b) Practising all asanas and pranayama as mentioned in therapy of Yoga.

Books-

Subject	Author's Name
1. Asan, Pranayama, Mudrabandh	Swami Satyanand Saraswati
2. Asan- why and how	Omparkash Tiwari
3. Meditation science and practice	M. C. Panda
4. Asan and Yog Mudrayein	Dr. Ravinder
5. Sabhi ke Liye Yog	B. K. S. Iyengar