

Course Title : **Beauty and Cosmetology**

Semester : **First Semester**

Paper – I Skin Care

1.1 Anatomy & Physiology

-Anatomy of Skin, Types of skin & Function of Skin

1.2 Skin Care

-Deep Cleaning, Facial Manipulation, Bleaching, manicure & Pedicure

1.3 Eyebrow Shaping

1.4 Skin Lightening

1.5 Hand & Foot Care & Nail Decoration

1.6 Epilation & Depilation

1.7 Facial- Different skin types

- Facial according to Day & Night

1.8 Makeup Techniques

- Basic Make up, Casual Make up, party make up, day & Night make up

1.9 Body Massage

- Benefits of massage, Points to remember while massage

Paper – II Hair Dressing

2.1 Hair Anatomy

- Composition of hair

2.2 Study of Hair Texture & Types

- Types of hair, division of hair

2.3 Hair Styling

- Perming, wet hair style, thermal style, setting gels and lotions

2.4 Shampooing, Rinsing, Conditioning

- Types

2.5 Thermal hair Styling

2.6 Hair Shaping & Cutting

- hair tonic & oil

2.7 Basic hair coloring & Retouch

- Heena ,Retouch & Universal Colour, principal of colour, types of colour

2.8 Scalp Massage

- Treatment of scalp,

2.9 Hair Spa

Paper – III Salon Management

3.1 Planning of Salon

3.2 Salon Ownership

3.3 Sanitation – Suggestion for sanitation, sanitation types.

3.4 Publicity & Marketing

3.5 Staff Training & Hiring

3.6 Ordering & Supplies

3.7 Record Keeping – Aim of record keeping & its importance.

Paper – IV Personality Development

4.1 Personal Hygiene - General Salon hygiene rules

4.2 Physical Presentation – Basic Stance, Walking Correctly

4.3 Effective Communication- Making appropriate response, Polite Speech

4.4 Time Management

4.5 Confidence Building - Oral Presentation

4.6 Business Etiquettes

Recommended Books:

- *Complete beauty book by Helen Foster*
- *The Big Beauty Book Glamour for Fuller figure women by Ann Harper & Glenn Lewis*
- *The Complete Beauty Book by Arlene Mathew*
- *The Complete Book of Massage by Mary Atkinson*
- *Massage by Ken Eyerman*
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