

## Course Syllabus

NOTE: This syllabus is subject to change during the semester. Please check this syllabus on a regular basis for any updates.

<b>Department</b>	:	Cosmetology
<b>Course Title</b>	:	Advanced Cosmetology Techniques
<b>Section Name</b>	:	CSME_2237_705
<b>Start Date</b>	:	07/09/2012
<b>End Date</b>	:	08/09/2012
<b>Modality</b>	:	FACE-TO-FACE
<b>Credits</b>	:	2

## Instructor Information

<b>Name</b>	:	Machelle Bright
<b>OC Email</b>	:	mbright@odessa.edu
<b>OC Phone #</b>	:	(432) 335-6662

## Course Description

Mastery of advanced cosmetology techniques including hair designs, professional cosmetology services, and workplace competencies. The student will develop and create a variety of hair designs; perform professional cosmetology services; and demonstrate cosmetology workplace of competencies.

## **Prerequisites/Corequisites**

Orientation to Cosmetology

## **ICOS**

- (1) Critical Thinking Skills:** To include creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information.
- (2) Communication Skills:** To include effective development, interpretation, and expression of ideas through written, oral and visual communication.
- (5) Personal Responsibility:** To include the ability to connect choices, actions and consequences to ethical decision-making.

## **Course Objectives**

After completing this course, the student should be able to demonstrate competency in:

1.00 Professionalism

3.00 Histology of Hair, skin, and Nails  
4.00 Properties of the Scalp and Hair  
8.00 Sanitation, Sterilization, and Bacteriology  
9.00 Manicuring Procedures  
10.00 Massage  
11.00 Pedicuring Procedures  
13.00 Safety Precautions  
15.00 Draping  
16.00 Shampooing, Rinsing , and Conditioning  
17.00 Hair Styling and Shaping  
18.00 Scientific Brushing  
19.00 Permanent Chemical Reconstruction  
20.00 Hair Coloring  
21.00 Facials  
22.00 Superfluous Hair Removal  
23.00 Shampooing Artificial Hair  
24.00 Wigology  
25.00 General

All students must:

1. Attend class on a regular basis, whenever absent notify instructor.
2. Record clock hours required by TDLR clocking-in on a computer.
3. Wear required uniform to be permitted to attend class and to receive hours.
4. Bring supplies and textbook daily.

5. Write a report on an assigned topic and possibly report orally.
6. Complete exams covering specified unit material.
7. Perform in class, the skills taught in theory in an effort to reinforce learned knowledge.
8. Participate in class assignments by working on manikin, models or another classmate and allowing other students to perform temporary services on them.

### **Required Readings/Materials**

- a) You must purchase the following **required** readings/materials: Milady's Standard Cosmetology Textbook
  
- b) You are encouraged to buy the following *optional* books/materials

### **Course Requirements (Lectures, Assignments and Assessments)**

I

*Week 1*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due
Haircutting Theory, safety, and sanitation.	Discussion /Quiz	Vocabulary/Workbook	TBA
Haircutting techniques, texturizing, thinning, and clipper cutting.	<i>Discussion/Quiz</i>	Vocabulary/Workbook	TBA
Practice haircutting techniques using shears, thinning shears, razors, and electric hair clippers.	Lab	Hands on	TBA

*Week 2*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due
Hair Extension Theory, safety, and sanitation.	Discussion/Quiz	Workbook/Study Guide	TBA
Theory in applying hair extensions using the techniques of braiding/ sewn in, adhesives, and fusion.	Discussion/Quiz	Workbook/Quiz	TBA
Apply hair extensions with the use of braiding, sewn in, adhesives, and fusion.	Lab	Hands on	TBA

*Week 3*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due
Facial Theory, safety, and sanitation.	<i>Discussion/Quiz</i>	Workbook/Vocabulary	TBA
Facial applications theory, basic, spa, mini-micro dermabrasion, and electrotherapy.	<i>Discussion/Quiz</i>	<i>Workbook/Vocabulary</i>	<i>TBA</i>
Practice facial applications, safety, and sanitation.	Lab	Hands on	TBA

*Week 4*

**Topic/Overview:** This week focuses on

Completing Skill sheets/practical applications

**Summary of Week 1 Assignments & Activities**



Item(Name)	Type	Description	Due
Students will continue with practical applications	Practical applications	Skill sheet assignments consist of applications of haircutting techniques, hair extensions, and facials. Will be done throughout the semester.	TBA
Written and practical exam	<i>Semester Final</i>	<i>Written exam will be over the subjects taught.</i> <i>State Board Practical exam (manicure, facial, mocks, ect.)</i>	<i>8-6-2012</i> <i>8-7-2012</i>
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Week 5

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due

Week 6

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due

*Week 7*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due

*Week 8*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due

Week 9

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due

*Week 10*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due

*Week 11*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due

*Week 12*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**



Item(Name)	Type	Description	Due

*Week 13*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due

*Week 14*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due

*Week 15*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due

*Week 16*

**Topic/Overview:** This week focuses on

**Summary of Week 1 Assignments & Activities**

Item(Name)	Type	Description	Due

**Grading Policy**

Each week, I will provide grades or scores and comments on assignments within 6 days of when they were submitted. After I send feedback each week, I will post a notification in the **Main** forum.

Late assignments receive a 10% deduction for each day they are late if assignments are not posted by 11:59 p.m. central on the day they are due. Assignments more than 5 days late will not be accepted. Technological issues will not be considered as valid grounds for late assignment submission. In the event of a server outage, students should submit assignments to the instructor.

Percentage %	Grade
Theory/ Unit Exams	20%
Attendance	20%
Skill Sheets/ Monitored Skill progression	20%
State Board Practicals	20%
Semester Final Exams	20%

The Odessa College Student Success Coaches will help you stay focused and on track to complete your educational goals. If an instructor sees that you might need additional help or success coaching, he or she may submit a Retention Alert or a Starfish Alert. A Student Success Coach will contact you to work

toward a solution.

## **Special Needs**

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

## **Learning Resource Center (Library)**

The Library, known as the [Learning Resources Center](#), provides research assistance via the [LRC's catalog \(print books, videos, e-books\)](#) and [databases \(journal and magazine articles\)](#). [Research guides](#) covering specific subject areas, [tutorials](#), and the "[Ask a Librarian](#) " service provide additional help.

## **Student E-mail**

Please access your [Odessa College Student E-mail](#), by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All assignments or correspondence will be submitted using your Odessa College email.**

## **Student Portal**

Please access your [Odessa College Student E-mail](#), by following the link to either set up or update your

account: <http://www.odessa.edu/gmail/>. **All assignments or correspondence will be submitted using your Odessa College email.**

### **Technical Support**

For Blackboard username and password help and for help accessing your online course availability and student email account contact the Student Success Center at 432-335-6878 or online at [https://www.odessa.edu/dept/ssc/helpdesk\\_form.htm](https://www.odessa.edu/dept/ssc/helpdesk_form.htm).

### **Important School Policies**

For information regarding student support services, academic dishonesty, disciplinary actions, special accommodations, or student's and instructors' right to academic freedom can be found in the [Odessa College Student Handbook](#).



