

BACHELOR OF VOCATION
(Global Professionals and Beauty Aethetics)

Semester 1								
Paper Code	Title	Generic/Skill Component	Theory/ Practical	Internal (Theory)	External (Theory)	Internal (Practical)	External (Practical)	Credits

Semester 2

Paper Code	Title	Generic/Skill Component	Theory/ Practical	Internal (Theory)	External (Theory)	Internal (Practical)	External (Practical)	Credits
*GEN -	Soft Skills and Personality Development	Generic Component	Theory		8	----	----	6
GP- 8	Biology for Beauty Therapy	Generic Component	Theory		8	----	----	6
GP- 9	Makeup Artistry	Skill Component	Theory & Practical		4		4	6
GP-	Hair Designing	Skill Component	Theory & Practical		4		4	6

GP-

Semester 4								
Paper Code	Title	Generic/Skill Component	Theory/ Practical	Internal (Theory)	External (Theory)	Internal (Practical)	External (Practical)	Credits
*GEN 401	Environmental Studies	Generic Component	Theory		8	----	----	6
GP 208	Professional Clientele Handling	Generic Component	Theory		8	----	----	6
GP 209	Spa Indulgence	Skill Component			4		4	6
GP 210	Body Perfection through Yoga, Aerobics and Gym	Skill Component			4		4	6
GP 211	Basic Arurveda, Naturopathy and Beauty	Skill Component			4		4	6
GP 212	Industrial Training & Viva-Voce	--	---	--	--	--	--	Non Credit

***Refers to all Generic Components common to all B.Voc. Courses**

Industrial Training of 5-6 weeks of 6 credits in each year followed by Report Writing and Viva-voce

These refer to (a) 1. 76487(a) | TJa724(e) 1. 76487() - 91c0. 33h0h0) h4h4hrea) - 80456u

Semester 5

Semester 6								
Paper Code	Title	Generic/Skill Component	Theory/ Practical	Internal (Theory)	External (Theory)	Internal (Practical)	External (Practical)	Credits
*GEN - 6	Entrepreneurship Development Programme	Generic Component	Theory		8	----	----	6
GP 308	Research Methodology	Generic Component	Theory		8	----	----	6
GP 309	Salon & Customer Care	Skill Component	Theory & Practical	10	40	10	40	6
GP 310	Yoga for Hair	Skill Component	Theory & Practical	10	40	10	40	6
GP 311	Hair Trichology	Skill Component	Theory & Practical	10	40	10	40	6
GP 312	Industrial Training & Viva-Voce	-	-	-	--	--	--	--

***Refers to all Generic Components common to all B.Voc. Courses**

**Industrial Training of 5-6 weeks of 6 credits in each year followed by Report Writing and Viva-voce
These credits will be evaluated in Semester VI**

Clay Masks
Natural Masks (Vegetable & Fruits)
Thermal Masks
Paraffin Wax Masks.
Latex Plastic Masks.
Peel off Masks.
Other Ayurvedic Masks.

n,t l

Equip nt n d d or ac a tr at nt , oo s t c n qu s

Maintenance a high standard of hygiene & safety throughout.
Contraindications to face masks & facials.
Preparation of masks in suitable quantity at appropriate time.
How a mask/facial should be applied and why.
Face mask to the specific area they suit.
Removal of the face mask comfortably, promptly and thoroughly.
Recommendation for future treatment plan to incorporate salon & home use of the products.

r nc s

David E. Bank and Estelle Sobel, Adams Media Corporation, Beautiful Skin: Every Woman's Guide to Looking Her best at any age.
Stephanie Tourles, Storey Books, Naturally Healthy Skin: Tips and Techniques for a lifetime of Radiant Skin.
Dr. Renu Gupta, Skin Care
Arlene Mathew, The complete Beauty Book, Varun Publication, Bangalore.
Kim Johnson, Knopf, Women's Face: Skin Care and Makeup
Milady's, Text Book of Cosmetology, Milady Publication, America

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b ct v s

F NDAMEN AL F BEA Y

Haar verwijdering

theorie III

Various wax treatments available and their benefits including warm, strip wax, hot wax and other waxing systems eg. Rollers and tubes. Hot and warm waxing procedures for areas like legs, underarms, abdomen, arms, bikini lines, face.

NI I

Preparation of wax. Suitable preparation of the work area and client.

Hygiene application and disposal of wax.

After care, home care treatment.

Taking into account the rate and density of the hair growth.

Other methods of hair removal to cover the advantage & disadvantage of each.

Sterilization of tools.

referenties

- Practical workbook for Milady's Standard Cosmetology
- Preparing for the practical exam : Milady's Standard Cosmetology
- Salon fundamental cosmetology textbook: A Pivot Point.
- Salon fundamentals: A resource for you cosmetology career, Pivot Point International.

Manicure and pedicure, Aroma Manicure and pedicure, De-tan Manicure and pedicure, French Manicure and pedicure

NI I

Recognize the contraindication to manicure and pedicure, safety and hygiene throughout, preventing damage when using all the equipment and the products.

Massage of the hands, arms, foot and leg using all the classical massage movements.



References

The Miracle of Healing Hands by Waheguru Singh Khalsa, DC Rishi Knot Pub

Milday's Standard Cosmetology, Delmar Cengage Learning

The Illustrated Guide to Massage and Aromatherapy by Catherine Stuart.

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e e ter II

BI L Y F BEA Y HE A Y

 **b ct v s**

- Understand the relationship between health and beauty.
- Achieve a sense of confidence through proper systemic study of anatomy.
- Provide counseling for abnormalities of skin, nail & hair.

 **b ct v s**

- Understand the basics and benefits of a make up applications.
- Recognize various face shapes and plan make-ups to enhance each individual client's needs.

Na

Structure, diseases and disorders

Ha r

Structure, Growth cycle: Anagen, Catagen, Telogen

Types of hair, Hypertrichosis.

n, t III

Bon s

Skull and face

Neck and shoulder girdle

Upper and lower extremities

r n c s

Anatomy and physiology; Ross and Wilson. ISBN 0443-03530-X

Anatomy for Beauty - I & II; Compiled by Maya Paranjape.

Bukowsky, Leon F. (editor), Skin Anatomy and Physiology research development, hardbound ed., S: Nova Science Publication

S.Subramaniam'A Guide To Beauty and Skin Care

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MAKE A I Y

NI , III

Bas c Ma up

- Day self makeup
- Day party makeup
- Evening party makeup

NI I

Corr ct v Ma up

- As per face shapes
- Features
- Nose and Chin shapes
- Jawline and neck area
- Eye shapes and Eye brows
- Lip shapes
- Wrinkles



r nc s

Kevyn Aucoin, Harper Collins, The Art of Make-up
 Mary Quant, DK Publishing, Classic Makeup and Beauty
 Kevyn Aucoin, Little Brown and Company, Face Forward

May 15 4 784 (n) 6 3 5 1 3 3 (e) 6 8 5 1 3 (B) 1 4 8 2 2 6 (c) 3 9 5 6 8 7 ((o)) 1 2 5 2 4 9 4 8 1 1 5 4 6 7 8 1 5 1 6 5 1 9 3 1 5 1 6 1 8 1 4 8 3 1 6 5 5 0 6 (n) 4 6 5 1 2 6 (a) 1 9 5 1 3 2 (e) 1 6 5 0 2 8

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HAI DE I NIN

b ct v s

- To understand the basic elements of hair-cutting and hair designing.
- To give effective head massage
- Prepare the client & area hygienically & safety
- Perform effectively and to commercial standard, a variety of haircuts. Hair styles & treatments

In,tru t, on, B

- The syllabus of this paper has been divided into FOUR units.
- Examiner will set a total of **NINE** questions comprising Two questions from each unit, including Question No. 1 (compulsory) of short answer type covering the whole syllabus.
- The students are required to attempt one question from each unit and the entire Compulsory Question No. 1.
- All questions carry equal marks.

Job a.e, B

Front Desk Officer, Beauty Advisor, Esthetician, Pedicurist/Manicurist, Makeup Artist, Beauty Therapist, Hair Designer, Salon Owner.

n, t I

Ha r Car

Basic Hair Structure

Shampooing and Rinsing

NI II

Scalp Treatments for dandruff, falling hair, hair breakage, extra strength, growth stimulation.
Head Massage.

n, t III

Ha r ty n and ap n

Short Hair Styling: Roller setting, Blow drying

Long Hair Styling: Buns and Curls on hair, Art of making Switch, Advance hair styles

Braiding: Long and Short Hair

NI I

Terms used in hair shaping.

All angle cutting

Razor shaping, Layers, Boy-Cut, Club-Cut

References

- Standard Textbook of Cosmetology; My Lady Publication.
- NVQ Level II and III; U.K. Syllabus
- Hair Dressing I ; Leo Pollacine
- Hair Dressing II ; Martin Green
- Hair Dressing III ; Martin Green, Leo Pollacine
- Note Book on Hair Dressing (Basic and Advance); Compiled by Maya Paranjape
- Habib Jawed, Professional Hair Styling, UBSPD, New Delhi

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n,t II

Chemical Hair Relaxation B

- Action of Chemical Products
- Analysis of Patron's Hair
- Strand Test
- Chemical Hair Relaxing Process
- Ammonium Thioglycollate (thio) Relaxer

n,t III

Hair Coloring B

- Classifications of Hair Coloring
- Aniline Derivative Tints
- Patch Test
- Preparation for hair Tinting
- Permanent hair coloring, Semi Permanent Tints, Temporary colour Rinses.

n,t I

Hair Lightening B

- Effects of hair Lighteners
- Problems in hair Lightening
- Types of lightening
- Hydrogen Peroxide and its uses
- Lightening Virgin hair.

References

- The Multicultural Client: Cuts, Styles, and Chemical Services. I-56253-178-6

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b ct v

C M M N I C A I N & E N A I N A C I C E

- To equip with language proficiency in Business/work situations particularly in spoken interaction.
- To make learners aware of the special features of format and style of informal communication through various modes.
- To equip learners with techniques of written communication in business situations.
- To expand vocabulary and develop reading comprehension of material related to business.

Instructions:

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- The students are required to attempt one question from each unit and the entire Compulsory Question No. .
- All questions carry equal marks.

Job o.e.B

Body Therapist, Media & Stage makeup artist, Salon Manager, Spa Therapist, Yoga Therapist, Gym Trainer, Panchkarma Therapist.

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tr ss and Intonat on (At least 10 word for writing and 10 word for pronunciation)

Ass n nt (Written Communication)

Two assignments of approximately 400 words each decided by the teachers.

NI II

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NI III

Speeches/Declamation: Bid farew10.8696(/)-4.60815(c9)1.65193(r)-3.96(n)1.65326(0815(d)1.65193(e)1.65193(c)4.60815(a)1.65193(m)-3.95

offering apologies in reply to such complaints, complain to a company about a defective product you have brought, reply to such complaints.

Presentation skill, Use of OHP and LCD.

n,t l

Aura

Listening to conversation/talk/reading of short passage and then writing down the relevant or main points in the specified number of words and answering the given questions:

r n c s

- Management - Heinz Wehrich, Mark.V.Cannie, Harold Koontz,Tata McGraw Hill Publication
- Management - Rocky W. Griffin, Biztantra Publication
- Business Communication - Krizan, Merrier, Jones, Thomson Learning - 6th Edition
- Developing Communication Skills- Krishmohan and Meera Banerjee, Macmilan India Ltd.
- Communication Skills - Sanjay Kumar & PushpLata, Oxford University Press
- **Business**
- fBifme.sakzao65326(k)-1.60948()6.26009506(5326(k)-10.8696(a)12.526(a)1.65193(n)1.6519h6(e)1.65326(r)-3.95.5326(r)3.60948(n)1.653(a)1.65

Ayurvedic products or a r

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References

Kevyn Aucoin, Harper Collins, The Art of Make-up
Mary Quant, DK Publishing, Classic Makeup and Beauty
Kevyn Aucoin, Little Brown and Company, Face Forward
Kevyn Aucoin, Little Brown and Company. Making Faces
Arlene Mathew, The complete Beauty Book, Varun Publication, Bangalore
Milady's, Text Book of Cosmetology, Milady Publication, America

Objectives

BODY BEAUTY

- Improve physical fitness & analyze the figure and posture defects.
- To understand the importance of perfect body postures.
- Impact of massage on the skin & muscles for figure improvement.
- Techniques of heat treatment and its effect.

Instructions:

- The syllabus of this paper has been divided into FOUR units.
- Examiner will set a total of **NINE** questions comprising Two questions from each unit, including Question No. (compulsory) of short answer type covering the whole syllabus.
- The students are required to attempt one question from each unit and the entire Compulsory Question No. .
- All questions carry equal marks.

Job Applications

Body Therapist, Media & Stage makeup artist, Salon Manager, Spa Therapist, Yoga Therapist, Gym Trainer, Panchkarma Therapist.

Notes

Further Details Analysis of the figure. Postural defects. The correct standing postures

n,t III

a on proc dur Products and services render, Cost saving, Determine client needs, Promotion

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A IN D L GENCE

b ct v s

- To discuss the purpose of massage
- To demonstrate the manipulation in massage
- To understand the working and ethics of spa
- Understand the importance of various oils for treatments.
- To explain the scientific basis of Aromatics & Essences.

Instructions:

- The syllabus of this paper has been divided into FOUR units.
- Examiner will set a total of **NINE** questions comprising Two questions from each unit, including Question No. Nnnc

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B D Y E F E C I N H H Y A A E B I C A N D Y M

- To give students the strength and power to open their mind & heart to remove tension, depression, anger, phobia, fear and channelize their energy in positive way to get a new perspective of life.
- To enable the students live bountiful, blissful and beautiful life.
- To provide students a means to adopt a career in yoga, Aerobics and Gym.

Instructions:

- The syllabus of this paper has been divided into FOUR units.
- Examiner will set a total of **NINE** questions comprising Two questions from each unit, including Question No. (compulsory) of short answer type covering the whole syllabus.
- The students are required to attempt one question from each unit and the entire Compulsory Question No. .
- All questions carry equal marks.

Job a.e.B

Body Therapist, Media & Stage makeup artist, Salon Manager, Spa Therapist, Yoga Therapist, Gym Trainer, Panchkarma Therapist.

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Introduction to Yoga and Astang Yoga, its advantages. Importance of yoga in modern living.

Definition of asanas. Points to remember while doing yogic exercises. Yogic asanas: Padmasana, Sarpasana, Shalabhasana, Dhanuraasana, Sarvangasana, Gomukhasana, Vajrasana, Halasana, Makrasana, Tarasana, Shavasana, Yogasana, Sidhasana. Benefits of Yoga asnas, Sidhasana, Padmasans, Halasana. Ardh-masasyendra and Purna-mastasyendra asana, Paschimottana asana, Matsay asana, sputa vajrasana, Virasana, Lion's pose, realization posture, Bhadrasana, Vrikshasana (tree pose) Sukshama Vyayama or light yogic exercises, their methods and benefits.

NI II

Sthulayayamas, their methods and benefits.

Yogic Shlavyayam, its benefits, its different exercises.

Bhava Sudhi or pure thoughts meditation.

All exercises of surya Namaskar or Sun Greetings.

n,t III

Aerobics Gym

Introduction to aerobics, its Importance, Diet, exercises & dress codes, Gym-free exercise and machine exercise and different baths (steam, salt, bubble, sauna bath and jacuzzi)

NI I

Beauty Equipment

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Figuroll

Hand Massager

Figure Pull

Olympic exercise

Slender belt

Double chin reducer

Charming machine

Rowing machine

Exercycle

Er a

Vibratory belt

G-5

Tummy roler

Electric Exercycle

Slender tone machine

Treadmill

Gym Six Station.



References

Swami Ramdev 'Yog Its Philosophy & Practice' SS Printed Faridabad.

Krishan Kumar 'Yoga for Health & Relaxation' Lotus Press, Delhi.

Kundalini Yoga: The Flow of Eternal Power by Shakti Parwha Kaur Khalsa, Pengree.

The Mind its Projections and Multiple Facets by Yogi Bhajan, Ph.D.with Gurcharan Singh Khalsa, Ph.D.KRI.

The Master's Touch by Yogi Bhajan, Ph.D.KRI.

Asana Pranayama Mudra Bandha : Sm. Satyananda

Astanga Yoga : Sm. Satyananda

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BA IC AY EDA NA A HY AND BEA Y

- To provide basic knowledge about the various beauty treatments in Ayurveda.
- To give insight into various naturopathy treatments related to beauty.
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- Purpose
- History
- Benefits
- Essential steps
- Treatment preparation
- Safety precautions/Do's & Don'ts
- After care

n,t III

Ind an H ad Massa

- Purpose
- History
- Benefits
- Essential Steps
- Treatment Preparation
- Safety Precautions
- After Care/Home Care

NI I

↑ ot Massa

- Purpose
- History
- Benefits
- Essential steps
- Treatment preparation
- Safety precautions/Do's & Don'ts
- After care

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Prof. Holger Hannemann. Magnetic Therapy: Balancing your energy flow for self healing
Andrew Salter, The Conditioned Reflex Therapy Classic Book on Assertiveness that began Behavior Therapy Publi

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BEAUTY AND BUSINESS MANAGEMENT



Objectives Understanding of the basic principles of Business Management.

- To apply the knowledge of Business Management in Beauty Industry.
- To give insight the students on the importance of advertising and promotion and book-keeping.
-

n,t III

Advertisement Promotions - Establish Your Business Goals. Focus And Consistency, Be Selective, Short-Term Benefits of Promotions. Long-Term Benefits. Types of Promotions.

NI I

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n,t III

Advanced research categories

Intense pulsed light
Pre-and post treatment do's and don's
Skin rejuvenation
Skin resurfacing
Skin tightening
Permanent Hair Reduction
Treatments of Acne scarring
Comparison between laser
Management and complications of laser and IPL
Considerations for laser equipment purchase

NI I

Important considerations


How to market your practice and build your customer base
Medico-legal aspects of cosmetic dermatology
Ethics in cosmetic practice
What to buy and where to buy

References

- The laser guide book; Jeff Hecht. New York McGraw- Hill.
- Principles of laser, Orazio Svelto, New York Plenum.
- Understanding laser: an entry level guide. Jeff Hecht. New York IEEE press.
- Introduction to laser & their application: Donald C O'shea, W. Russell Callen & William IT. Rhodess, Reading Mass: Addison-Wesley Publishing Co.

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ELECTRICAL & CHEMICAL TREATMENTS

 **Objectives**

- Explain and discuss the electrical currents used in beauty therapy..
- Understand the safety and preparatory procedures for these treatments, including contra-indications.
- Perform hygienically, successfully and safely, to a commercial standard and time, each treatment, to suit each individual client, on a variety of clients.
- Explain the physiological and psychological effects and the aftercare advice for each treatment.

Instructions:

Car **stora** **o** **ctr** **ca** **qu** **p** **nts** sterilization of equipment, high standard of hygiene & safety selection of appliance, equipment to suit the client's need,

NI I

Physiological and psychological effect of the electrical and chemical treatment, treatment time, benefits and contraindications of the treatment. Precautions (before & after). Record keeping pertaining to the treatment.

Dental spa for the smile.

↑ r Br da ↑ ac a s

NI , III

Designing pre-bridal/bridal packages for different prices.

Designing wedding blogs and inviting reviews.

Fixing bridal makeup team, hair designing team & treatment team.

Dress rehearsal: Trial make over sessions & draping according to different cultures & themes.

NI I

NI , III

Methods of data collection

Primary data-Secondary data. Designing of a Questionnaire, Sampling - Probability sampling & Non-Probability sampling methods

NI I

Hypothesis-Test of significance - T Test (for small samples)

F-(Association of attributes)

X² test of attributes

?

References

- Research methodology methods and techniques by C.R. Kothari
- Research methodology by P.K. Manoharam
- Research methodology by Dr. C. Rajindra Kumar

GP309 – SALON AND CUSTOMER CARE

Time: 3 hrs

Objectives

- To increase students understanding of the importance of salon and customer care
- To promote safe hygienic and healthy work practices.
- To develop students communications and interpersonal skills.
- To provide opportunities for students to practice reception skills specific to the service industry.
- To familiarize students with salon planning and design.
- To develop students awareness of professional training and career opportunities within the cosmetic industry.
- Consulting with clients to determine their needs and preferences.

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- All questions carry equal marks.

Jobs

Laser Therapist, Skin Therapist, Bride Designer, Entrepreneur, Manufacturer of cosmetics, Vocational Trainer in Beauty School, Trichologist, Yoga Therapist for Hair Care Centre, Salon Manager.

NI , I

Professionalism: Roles and duties, Work ethics. Importance of maintaining a healthy life style-exercise, image, rest.

NI , II

Receptionist Role and duties of a receptionist, enter appointments in an appointment book for various services, answering phone calls, take and record a message for a client or another member of staff, accept different types of payments, complete a gift voucher, display of stock to promote sales.

Unit 3

Ergonomics Foot, leg, hand, wrist, hips, knees, neck, back, shoulder, chest; Ergonomically designed salon equipments-availability, benefits, design.

Safety Potential safety hazards found in a hair salon, potentially hazardous substances found in salons, safe and hygienic disposal of waste, safe use of hair equipments, fire preventions and fire fighting equipments, fire evacuation procedure for a salon.

Unit 1

Salon Design Features of good salon design, furnishing and equipments for a hair salon, layout and décor for a hair salon

References

- *Beauty Receptionist* to Level 2 by Lorraine Nordmann, Publisher: Macmillan Useful as a reference text for the

GP310 – YOGA FOR HAIR

Time: 3 hrs

Objectives

- Give students the strength and power to open their mind & heart and channelize their energy in positive way to get a new perspective of life.
- Enable the student's live bountiful, blissful and beautiful life.
- Provide students a means to adopt a career in yoga.

Instructions:

- The syllabus of this paper has been divided into FOUR units.
- Examiner will set a total of **NINE** questions comprising Two questions from each unit, including Question No. (compulsory) of short answer type covering the whole syllabus.
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Jobs

Laser Therapist, Skin Therapist, Bride Designer, Entrepreneur, Manufacturer of cosmetics, Vocational Trainer in Beauty School, Trichologist, Yoga Therapist for Hair Care Centre, Salon Manager.

NI , I

Important Questions Meaning of Yoga, Types of Yoga

Breath Meditation The Physical, Mental and Spiritual benefits of meditation.

NI , II

Pranayama Kapal-Bhaati Pranayama, Bhastrika, Anuloma-Viloma Pranayama, Bharamari Pranayama (with focus on scalp)

NI , III

पेशा आसना, or आर. Sitting pose (Vajrasana, Pawanmuktaasana), Standing pose (Sinhasana, Parvatasana, Pad-Hastasana), Lying pose (Sarvangasana, Matasyasana, Chakrasna, Sheershasana), Surya Namaskar,

नियम

योग क्रिया, or आर- Kanpatti kriya, Jalneti, Ghrineti, Kunjal

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GP311– HAIR TRICHOLOGY

Time: 3 hrs

b ct v s

- Understand different types of hair loss and their causes.
- Various options for hair loss treatments.
- Recognize hair and scalp disorders commonly seen in the salon and know which can be treated there.

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- Alopecia Areata (patchy hair loss), Alopecia Totalis & Universalis
- Androgenic Alopecia in males and females (genetic hair loss)
- Anagen and Telogen Effluviums (hair shedding)
- Cicatrice Alopecia (scarring hair loss)

NI , III

Ha,r ,ber , or, ler, B

- Traction Alopecia (hair breakage)
- Genetic and congenital hair fibre problems

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- Folliculate scalp breakouts
- Seborrhea Dermatitis (scalp flaking)

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- Trichotillomania (hair pulling)
- Hirsutism (too much body hair)

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- Recognizing different hair loss and scalp conditions

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- Allow students to explore the prevalent commercial/industrial practices in order to reinforce theoretical knowledge with practical experience.
- To provide first hand exposure to Beauty Therapy and aesthetics specific organization and its working structure and system.

Job o.e.B

Laser Therapist, Skin Therapist, Bride Designer, Entrepreneur, Manufacturer of cosmetics, Vocational Trainer in Beauty School.

Students will undertake 2 months Internship in any beauty health clinic or wellness centre/Salon/Spa of repute to get hands on practice related to the working, management and services provided in hair, skin and the spa therapies. The student will be required to submit a detailed report on the same, No candidate shall be awarded the degree unless she has undergone the Industrial Training and submitted the report of the work related to that specified field.
