# Scope & Sequence

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| Course Name: Introduction to Cosmetology **PEIMS Code:** 13025100 | | | **Course Credit:** 1.0  **Course Requirements:** This course is recommended for students in Grade 10.  **Prerequisites:** None. |
| **Course Description:** In Introduction to Cosmetology, students explore careers in the cosmetology industry. To prepare for success, students must have academic and technical knowledge and skills relative to the industry. Students may begin to earn hours toward state licensing requirements. | | | |
| **NOTE:** This is a suggested scope and sequence for the course content. This content will work with any textbook or instructional materials. If locally adapted, make sure all TEKS are covered. | | | |
| **Total Number of Periods**  **Total Number of Minutes**  **Total Number of Hours** | 175 Periods  7,875 Minutes  131.25 Hours\* | \*Schedule calculations based on 175/180 calendar days. For 0.5 credit courses, schedule is calculated out of 88/90 days. Scope and sequence allows additional time for guest speakers, student presentations, field trips, remediation, extended learning activities, etc. | |
| **Unit Number, Title, and Brief Description** | **# of Class Periods\***  (assumes 45-minute periods)  Total minutes per unit | **TEKS Covered**  **130.282. (c) Knowledge and Skills** | |
| **Unit 1: Industry Regulations, Compliance, and Workplace Safety**  This unit will expose students to the important compliance, safety standards, and regulations that are implemented within this industry. Students will determine the role of risk management in the cosmetology industry including, but not limited to, discussions focusing on liability insurance, sanitation, OSHA regulations, emergency situations, hazardous material disposal, health code, and security issues. Students will maintain a safe work environment and accident prevention when demonstrating cosmetology skills by using safety precautions and/or practices including adherence to hazardous labeling requirements and compliance with safety signs, symbols, and labels. | 25 Periods  1,125 Minutes | (2) The student applies academic skills to the field of cosmetology. The student is expected to:  (A) appraise safe and effective personal care products and services;  (D) investigate the principles and practices of infection control such as bacterial disorders, classification of pathogens, and diseases and/or viruses; and  (E) explore the chemistry of materials as they relate to the eyelash extension application service.  (3) The student demonstrates knowledge of rules and regulations established by the Texas Department of Licensing and Regulation (TDLR). The student is expected to:  (A) implement policies and procedures regarding health and safety;  (B) recognize risks and potentially hazardous situations in compliance with the TDLR | |
| **Unit 2: Technology in the Workplace**  During this unit, students will learn about the types of technology required to perform workplace tasks for the cosmetology industry. Students will understand how computerized systems are integral to businesses’ effectiveness and completing workplace tasks with accuracy and efficiency. | 25 Periods  1,125 Minutes | (4) The student identifies and describes the function of tools, equipment, and technologies used in cosmetology. The student is expected to:  (A) explore safe use of tools to enhance client services;  (B) describe ergonomically correct use of equipment to promote professional efficiency; and  (C) summarize available technology sources that could be used in a professional salon setting. | |
| **Unit 3: The Business of Cosmetology**  Throughout this unit, students will explore the application of business fundamentals pertaining to the cosmetology industry. Students will research the different types of salon business categories such as commission based, hourly, and independent contractor. Students will identify and describe factors that impact the profit margins of different types of services in the cosmetology industry by analyzing business operation elements including recordkeeping, inventory management, and business planning. | 25 Periods  1,125 Minutes | 1. The student demonstrates professional standards/employability skills as required by business and industry. The student is expected to:   (F) evaluate data or outcome of a broad range of personal care services  (5) The student develops professional skills needed to make appropriate career plans. The student is expected to:  (C) research the elements of successful salon operations such as recordkeeping, inventory, and business plan development;  (D) distinguish different types of salon categories such as commission based, hourly, and independent contractor | |
| **Unit 4: Communication Skills and Client Relations**  This unit will enhance students’ communication skills, focusing on learning the aspects of quality customer service and interpersonal communication skills required within the industry for client satisfaction. Students will focus on verbal and nonverbal communication that occurs between employees, employers, customers, and/or clients within cosmetology industry. Students will practice and demonstrate proper client consultations for hair services, including greeting techniques, determining client needs and desires, explaining proper maintenance needed for client, reflective listening and recommendations. Students will also describe and analyze the procedures to meet guests needs within the cosmetology industry. | 25 Periods  1,125 Minutes | (1) The student demonstrates professional standards/employability skills as required by business and industry. The student is expected to:  (G) demonstrate effective oral and written communication skills with diverse individuals, including coworkers, management, and customers.  (2) The student applies academic skills to the field of cosmetology. The student is expected to:  (C) recognize the importance of a thorough client consultation; | |
| **Unit 5: Career Development**  This unit will help students better understand the various career opportunities within the cosmetology industry. Students will focus on expanding their knowledge about the education, training, and/or certification required to obtain employment in the industry. Students will research a career in the Human Services Cluster to include education and training, job outlook, work environment, median pay, forecast for the industry, and related/similar occupations. Students will develop a career plan and portfolio designed to achieve their career goals and obtain employment within the cosmetology industry. | 25 Periods  1,125 Minutes | (3) The student demonstrates knowledge of rules and regulations established by the Texas Department of Licensing and Regulation (TDLR). The student is expected to:  (C) navigate the TDLR website for exam eligibility, exam results, and student hours; and  (D) identify licensure and renewal requirements.  (5) The student develops professional skills needed to make appropriate career plans. The student is expected to:  (E) prepare an employment portfolio that may include professional resume and evidence of accomplishments | |
| **Unit 6: Employability Skills**  This unit explores the professional standards and employability skills required by business and industry. Students will grow to understand that responsibility, time management, organization, positive attitude, and good character have a large impact on employability and job retention. Students will also be able to identify and describe the work ethic needed for career advancement in the Human Services industry (e.g., skill sets, work schedules, travel/relocation, teamwork, communication skills, flexibility and adaptability etc.). Students will grow to understand that responsibility, time management, organization, positive attitude, and good character have a large impact on employability and job retention. Students will also research and discuss leadership and teamwork opportunities and other benefits offered by CTSO and/or other extracurricular activities. | 25 Periods  1,125 Minutes | (1) The student demonstrates professional standards/employability skills as required by business and industry. The student is expected to:  (A) demonstrate professionalism in how to dress appropriately, speak politely, and conduct oneself in a manner appropriate for the profession and work site;  (B) employ the ability to be trustworthy by complying with an ethical course of action;  (C) comply with all applicable rules, laws, and regulations; and  (D) use conflict-management skills to avoid potential or perceived conflict | |
| **Unit 7: Professional Development**  Students will identify and demonstrate the skills necessary for obtaining and retaining employment, including interviewing techniques and professional etiquette. During this unit, students will learn more about the qualities and characteristics required to be successful in business and industry. While a basic understanding and development of employability skills will help students obtain employment, they will learn that developing leadership skills will aid them in job retention and potential promotion opportunities. | 25 Periods  1,125 Minutes | (2) The student applies academic skills to the field of cosmetology. The student is expected to:  (B) model leadership skills within a classroom or community setting to maintain positive relationships;  (5) The student develops professional skills needed to make appropriate career plans. The student is expected to:  (A) define what is expected of an employee such as ethical conduct, team building skills, principles of selling, and building a clientele; and  (B) examine personal conduct in the salon to comply with professional liability | |