

SYLLABUS

OBJECTIVES

Based on the knowledge and skills required for performing different activities, detailed contents under each area of study together with the time required for teaching have been worked out. After completion of the course the students should be able to

1. Develop communication skill, positive thinking, inner strength.
2. Learn about different types of Yoga and Asana, use of different types of electrical machines and gadgets, preparation of models.
3. Learn to prepare different types of diet charts according to the age group in terms of calories.
4. Learn about structure and texture of hair, different hair cutting, styles and treatments, permanent hair waving, use of implements.
5. Learn about structure and types of skin, eyebrow shaping, pedicure, manicure, facial, make-up, removal of superfluous hair and different skin treatment.
6. Learn about different disorders and remedies of skin and hair.
7. Learn about composition, function and preparation of different cosmetics (Herbals & Chemicals)
8. Learn to manage a self-owned parlour or to assist the employer in managing the Parlour.
9. After learning can get exposition in corporate sector as Health Advisor, Beauty Advisor or a Dietician.
10. Become a Councilor for beauty, health care treatment
11. Become a part of stress management, cure various and disorders through Yoga, Naturopathy and Ayurveda.
12. Get a great exposure to electronic media as a make-up artist and hair stylist.
13. Have a wide exposure to Fashion World.
14. Moreover able to make the society to understand the actual beauty both in a whole.

(1ST SEMESTER)

THEORY ONE – ANATOMY AND PHYSIOLOGY

Total period : 105
(07 periods / Wk)

Examination – 3 hours
Full marks: Th. 80+IA -20=100

Sl.No.	Chapter Name	Periods	Marks
1.	Introduction to Anatomy & Physiology	15	05
2.	Various systems of the Body	35	25
3.	Anatomy of different parts of the body	35	20
4.	Structure of skin & appendages	35	30

CONTENTS

1. Introduction to Anatomy and Physiology

Define and get knowledge about basic cell, elementary tissues, General formation of the body skeleton.

1. Elementary knowledge of various system of the body

Explain elaborately the following systems of the body

- 1.1 Circulatory
- 1.2 Respiratory
- 1.3 Nervous
- 1.4 Excretory
- 1.5 Reproductive (Female)
- 1.6 Endocrine
- 1.7 Skeletal
- 1.8 Muscular
- 1.9 Digestive

- 2. Define and explain Anatomy of different parts of the body**
 - 2.1 Anatomy and physiology of hands and feet
 - 2.2 Abnormalities of hand and feet
 - 2.3 The formation of muscles of face and neck
 - 2.4 Anatomy of facial and neck muscles
 - 2.5 Characteristics of muscles of body, their lever action, mobility of the body and its physiology, joints of the bones and their actions.
- 3. State and explain the Structure of skin and appendages**
 - 3.1 Microscopic appearance and functions, distribution, growth, life texture and graying of hair.
 - 3.2 Structure of nails and their forms
 - 3.3 Microscopic appearance of skin.
 - 3.4 Elementary canal and digestion of food.
 - 3.5 Absorption of food and meatball of balance diet.

BOOKS RECOMMENDED

1. Essentials of community health nursing – J.E. Park and K. Park
2. Anatomy and Physiology of nurses – Evelyn and Pearce
3. Anatomy and Physiology – Ross and Wilson

(1ST SEMESTER)

THEORY TWO

Total period : 105
(07 periods / Wk)

Examination – 3 hours
Marks : Th.80+IA-20=100

Sl.No.	Chapter Name	Periods	Marks
1.	Yoga	70	55
2.	Body Perfection	35	25

CONTENTS

1. YOGA

1.1 Concept of Yoga

1.1.1 Meaning, definition of Yoga

1.1.2 Importance and aim of Yoga for modern living

1.2 Definition of Yogasana

1.2.1 Different points to remember while doing Yoga (Place, time, age, diet, dress)

1.2.2 Dos and Don'ts of Yoga

1.3 Yogic diet of mitahar

1.3.1 Importance of Diets in Yoga Practice

1.3.2 Different types of Diets according to Yogashastra and its importance for human body and mind.

1.4 Introduction to Astanga Yoga

1.5 Importance of Yoga and Personality Development

1.5.1 Meaning and Definition of Personality

1.5.2 Dimension of Personality

1.6 State and explain different asanas such as

1.6.1 Standing Posture

1.6.1.1 Tadasana, tiryak tadasana, katichakrasana, ardhashakrasana, ekapada purnavasana, natarajasana

1.6.2 Sitting posture

1.6.2.1 Padmasana, sukhasana, sasankasana, ardhmatsyandrasana, ustrasana, pashchimottanasana.

1.6.3 Prone Lying Posture

- 1.6.3.1 Salabhasana, bhujanagasana, dhanurasana
- 1.6.4 Supine Posture
 - 1.6.4.1 Uttanapadasna
 - 1.6.4.2 Naukasana, halasana, sarvanagasana, matsyasana
- 1.6.5 Relaxation Posture
 - 1.6.5.1 Savasana, makarasana, advasana
- 1.7 Learning about Pranayama
 - 1.7.1 Preliminary practice (Abdominal, thoracic, clavicular and full yogic breathing.
 - 1.7.2 Learning about nadisodhan.

2. BODY PERFECTION

- 2.1 Introduction to Human Body
 - 2.1.1 Natural construction and function of Human body
- 2.2 Definition of Posture
 - 2.2.1 Define good posture, poor posture
 - 2.2.2 Methods for correction of poor posture.
 - 2.2.3 Explaining the posture while standing, sitting and walking
- 2.3 Describe the importance and uses of different electrical and non-electrical equipments/gadgets for good physique.

YOGA AND BODY PERFECTION – I (PRACTICAL)

Total period : 90
(06 periods /Wk)

Examination – 3 hours
Full marks : Pr.25+Sess-25=50

YOGA

- 1.1 Preliminary Practice
 - 1.1.1 Pabanmuktasana Part – I
 - 1.1.2 Pabanmuktasana Part – II
 - 1.1.3 Pabanmuktasana Part – III
- 1.2 Standing Posture
 - 1.2.1 Tadasana, tiryak tadasana, katichakrasana, ardhashakrasana, cakrapada pranamasana, natarajasana

- 1.3 Sitting Posture
 - 1.3.1 Padmasana, sukhasana, sasankasana, ardhamatsyendrasana, ustrasna, paschimottanasana.
- 1.4 Prone Lying Posture
 - 1.4.1 Salabhasana, bhujangasana, dhanurasana
- 1.5 Supine posture
 - 1.5.1 Uttanapadasna
 - 1.5.2 Nauksana, halasana, sarvangasana, matsyasana
- 1.6 Relaxation Posture
 - 1.6.1 Savasana, makarasana, advasana
- 1.7 Framing different Yogic diet chart for different age groups
- 1.8 Learning and performing different asanas, their physiological effect on human body.

2. BODY PERFECTION

- 2.1 Showing different models and explaining their defects.
- 2.2 Explaining with the help of models the construction and functions of Human body.
- 2.3 Showing different models with defective posture and demonstrating how to sit, stand and walk gracefully.
- 2.4 Learning and performing different exercises by using electric and non-electric equipments / gadgets.

THEORY THREE – HAIR DRESSING

Total period: 105
(07 periods /Wk)

Examination – 3 hours
Full marks : Th.80+IA-20=100

<u>Sl.No.</u>	<u>Chapter Name</u>	<u>Periods</u>	<u>Marks</u>
1.	Hair dressing in India and Europe	05	05
2.	Shampoos	20	10
3.	Scalp massage	10	10
4.	Hair cutting	30	20
5.	Hair setting	20	15
6.	Hair styling	20	10
7.	Artificial	15	10

CONTENTS

1. The History of Hair Dressing in India and Europe

1. Shampoos

- 1.1 Define and explain the importance of shampooing, its purpose and functions
- 1.2 State the various types of shampoos available, their uses and effects on normal, dry and oily scalp and hair
- 1.3 Define different types of rinses used, their purpose and effects
 - 1.3.1 Vinegar or lemon rinse
 - 1.3.2 Cream rinse
 - 1.3.3 Colour rinse
- 1.4 Safety precautions observed in shampooing and rinsing

2. Scalp massage

- 2.1 State and explain the benefits and methods of massage
 - 2.1.1 Petrissage
 - 2.1.2 Effleurage
 - 2.1.3 Tapotment
 - 2.1.4 Friction

2.1.5 Vibration

2.2 Materials required and procedure

3. Hair cutting

- 3.1 Define and explain the study of profile, different types of cutting to suit the texture, fine hair, curly hair, straight hair, wavy hair, coarse hair.
- 3.2 Show the different types of cuts
 - 3.2.1 Trimming
 - 3.2.2 Layer Cutting
 - 3.2.3 Blunt cut
 - 3.2.4 Tapering cut
- 3.3 Know the use of hair shaping and cutting implements
- 3.4 Perform different types of sectioning and pattern making.

4. Hair setting

- 4.1 State and explain the roller setting – roller bases, off base rollers, half base rollers, on-base rollers, spiral rollers, directional rollers, ringlet rollers.
- 4.2 Study of hair and its length for using different sizes of roller, setting of rollers in different styles to suit shape of the face and figure.
- 4.3 Know the use of equipments implements and cosmetics required in hair setting.
- 4.4 Know the use of different method of hair drying – hand hair drier and hood hair drier.

5. Hair styling

- 5.1 Describe the Comb-cut Technique: Backcombing, lacing, smoothing, back brushing, and wave stretching procedures.
 - 5.1.1 State implements uses, selection of cosmetics.
- 5.2 State and explain different types of hair styles to suit stature age, occasion facials shapes, features, shape of the head, hair texture, density, length and condition of the hair.
- 5.3 Equipments implements and cosmetics used in hair styling.

6. Artificial aids

- 6.1 Know the history of wigs, switches and hair pieces, its material (human hair, synthetic hair and animal hair)
- 6.2 State about types of hair pieces
 - 6.2.1 Wiglets
 - 6.2.2 Cascades
 - 6.2.3 Falls
 - 6.2.4 Demi wigs
 - 6.2.5 Switches
- 6.3 Describe the selection of hair pieces, equipment, tools and materials used.
- 6.4 Describe the procedure of cleansing and drying of hair pieces
- 6.5 Describe the procedure of styling of different types of hair pieces.

BOOKS RECOMMENDED

- 1. Text book of cosmetology – Mary Healy
- 2. The Science of Hair Care – Charles Zviak
- 3. Start Hair Dressing – Martin Green
- 4. Hair – Benzyl Franklin

HAIR DRESSING (PRACTICAL)

Total period: 90
(06 periods /Wk)

Examination – 3 hours
Full marks: Pr.25+Sessional -25=100

1. Scalp massage, basic massage, manipulation and practice
2. **Giving a shampoo:** preparing the client, draping procedure, material used, setting of trolley, application of shampoo, rinsing, correct of way of towed drying.
3. **Hair cutting:** Correct way of holding the implements, preparing the client for the hair cutting, sectioning the hair with scissors or razors, Handling of clippers giving a medium length and long length hair cut.
4. **Hair setting :** Handling of implements used Combs, brush, rollers and putting them, setting rollers on long and short hair.
5. **Practice in finger weaving :** Practice in standard pincurls, sculpture curls or “C” based curls, falls in curls.

Handling of the different driers, drying of hair, comb our practice in back combing, smoothing, back brushing, wave stretching and lacing.
5. **Hair Styling:** Study of face and other features, making of the styles, plain funs, Rolls, Inter-locks, See through, Shells, Ringlets, Plaits, Kiss curls

Making of styles in fashion at the time.
6. **Artificial aids**
 - 6.1 Selection of hair pieces, shampooing, conditioning of various types of hair pieces.
 - 6.2 Fixing of switches
 - 6.3 Setting of the basic styles, combination of the styles to create for present fashion.

TECHNICAL SEMINAR

Total period: 90
(06 periods /Wk)

Examination – 3 hours
Full marks: Pr.50+Sess-50=100

	<u>Marks</u>
1. Presentation of the topic related to Beauty Culture	30
2. Submission of write-up of the topic delivered in the Seminar	30
3. Report of visit to different parlours and health clubs	20
4. Newspaper clipping and magazine cuttings	20

Each student should prepare on a particular topic related to Beauty Culture with active support and guidance from a teacher guide. The student should collect relevant material from different magazine and journals. Each student should be usually asked to present her paper on the topic of the seminar within 15 minutes after which the question answer session may follow for 5 minutes. Then the student should submit the write-up of the seminar topic delivered.

The students should visit at least two beauty parlours and health clubs and submit a brief report on their study visit.

The students should be encouraged to collect the newspaper clipping and magazine cuttings on Beauty culture and to be submitted on the date of the seminar.

(SECOND SEMESTER)

THEORY ONE – PERSONALITY DEVELOPMENT

Total period: 75
(05 periods /Wk)

Examination – 3 hours
Full marks: Th.60+IA-15=75

Sl.No.	Chapter Name	Periods	Marks
1.	Self Evaluation	12	7.5
2.	Care of skin	13	10
3.	Technique of make-up	13	10
4.	Wardrobe planning	08	7.5
5.	Charm in voice & Conversation	08	7.5
6.	Art of graciousness	08	05
7.	Positive thinking	08	7.5
8.	Deportment	05	05

CONTENTS

- 1. The students should be able to evaluate one self**
 - 1.1 Every women's assets
 - 1.2 Analysis of ones assets and liabilities with reference to personality
 - 1.3 Elimination of the negative
 - 1.4 Accentuating of the positive
- 2. Care of skin**
 - 2.1 State types of skin
 - 2.2 Know skin type
 - 2.3 Define and explain cleansing, nourishing, vaporizing and toning technique
- 3. Technique of make-up**
 - 3.1 State the cosmetics
 - 3.2 Explain the steps of make-up
 - 3.3 Explain the special make-up technique
- 4. Wardrobe planning – State and Explain**
 - 4.1 How to select and wear clothe that bring out the best in you.
 - 4.2 Colour and pattern

- 4.3 Development in good taste in clothes to surroundings
- 4.4 Dressing for your personality
- 4.5 Psychology of colour

5. Achieving charm in voice and conversation

- 5.1 Improving voice and speech
- 5.2 Importance of good grammar in conversation
- 5.3 What should be talked about on different occasions.
- 5.4 How to get conversation off to a good start.

6. Explain art of graciousness

- 6.1 Taking and giving complements
- 6.2 Introducing techniques
- 6.3 The graciousness and manner

7. Explain Positive thinking

- 7.1 How to recognize the inner strength
- 7.2 How to be confident self assured and have a positive approach to a problem.
- 7.3 How to win confidence to others.

8. Deportment

State and explain the bending of colour of clothes, Make-up and hair to improve personality

BOOKS RECOMMENDED

- 1. Practical Wage to a powerful personality – George Weinberge
- 2. How to succeed in interviews – Judy Skeats

PERSONALITY DEVELOPMENT (PRACTICAL)

Total period: 90
(06 periods /Wk)

Examination – 3 hours
Full marks : Pr.25+Sess-25=50

1. Self evaluation
2. Care of skin
3. Make-up technique
4. Choice of costumes
5. Improving voice and speech

THEORY TWO – BEAUTY CULTURE- I

Total period: 105
(07 periods /Wk)

Examination – 3 hours
Full marks: Th.80+IA-20=100

<u>Sl.No.</u>	<u>Chapter Name</u>	<u>Periods</u>	<u>Marks</u>
1.	Manicure and pedicure	25	20
2.	Body massage	25	15
3.	Removal of unwanted hair	25	20
4.	Eyebrow shaping	25	15
5.	Spa in Beauty culture	00	10

CONTENTS

1. Manicure and pedicure

- 1.1 State the structure and study of nails
- 1.2 State different types of nails – Nail disorders and nail diseases
- 1.3 Describe the procedure for manicure and pedicure, massage manipulation
- 1.4 Know the use of artificial aids used.
- 1.5 State the types of cosmetics used, different equipment used, different types of manicure and pedicure.
- 1.6 Know the precautions to be taken to prevent allergies and infection.
- 1.7 Description about reflexology in manicure and pedicure

2. Body Massage

- 2.1 Definition of massage
- 2.2 State and explain the different types of massage, different techniques used for massage.
- 2.3 Cosmetic knowledge
- 2.4 State the explain the benefits of massage, cautions and reminders.

3. Removal of Unwanted Hair

- 3.1 Waxing
 - 3.1.1 Study of hair (structure, texture, etc.)
 - 3.1.2 Removing of superfluous hair from the face and body
 - 3.1.3 Preparation of wax, its testing and precautions
 - 3.1.4 Types of wax
 - 3.1.5 Sterilization of tools
- 3.2 Bleaching
 - 3.2.1 Know about hair, its growth and allergies
 - 3.2.2 Study about cosmetic used for bleaching
 - 3.2.3 Describe application of bleaching and its procedure, precautions, its advantage and disadvantages

4. Eyebrow Shaping

- 4.1 Define tweezing
- 4.2 Define threading
- 4.3 Knowledge of cosmetics used
- 4.4 State and explain the types of threading procedure and precautions to be taken.
- 4.5 Describe the procedure for giving an eye brow arch, Correct placing and shaping of the eye brows.
- 4.6 Describe the use of eye brow pencil
- 4.7 Explain the Fashion effects in eye and brows make-up.

5. Spa in Beauty Culture

- 5.1 Description Spa in manicure
- 5.2 Description of Pedi spa
- 5.3 Description of spa in body massage

BOOK RECOMMENDED

- 1. Text book of cosmetology – Marry Healy
- 2. Herbal Receipes for beauty care – Parvesh Honda
- 3. Beauty and skin care – Indu Puri
- 4. Shahnaz Hussain Beauty book – Shanaz Hussain

BEAUTY CULTURE-I (PRACTICAL)

Total periods: 90
(06 periods / Wk)

Examination – 3 hours
Full marks : Pr.25+Sess-25=50

1. Manicure:

- 1.1 Practice of filling
- 1.2 Cleaning, pushing and cutting the cuticles
- 1.3 Practice in massaging and painting of the nails, practice in hand and arm massage.
- 1.4 Fixing of nails and removing of artificial nails, practice in nail mending.
- 1.5 Plain manicure and electric manicure
- 1.6 Practice in sterilizing the implements.
- 1.7 Use and fixing of decals

2. Pedicure

- 2.1 Practice in filing, cleansing pushing and cutting the cuticles.
- 2.2 Practice in massaging and painting of the toe nails, practice in legs and feet massage.
- 2.3 Removing of corns and call.
- 2.4 Plain pedicure and electric pedicure
- 2.5 Practice in sterilizing the implements.

3. Waxing

- 3.1 Practice in removing the unwanted hair by using cold and hot wax from the face and the body.
- 3.2 Preparation of wax and testing it.

4. Bleaching

- 4.1 Practice in using the bleaching method to make hair look light (on the face and body)
- 4.2 Preparation of bleach with different ingredient.

5. Eye Brow Shaping

- 5.1 Tweezing and threading
- 5.2 Practice in using different types of cosmetics
- 5.3 Practice in different types of threading, practice in giving a proper eye brow shaping.
- 5.4 Different types of eye brow keeping face structure in mind.

6. Body Massages

- 6.1 Practice in giving a plain body massage with oil or with powder.
- 6.2 Practice in different movements used for body massage.

7. Spa Beauty Treatment

- 7.1 Practice of Mani spa
- 7.2 Practice in Padi spa
- 7.3 Practice of spa in various other beauty treatment and body massage.

(SECOND SEMESTER)
THEORY THREE – COMMUNICATION SKILL

Total period: 75
(05 periods /Wk)

Examination – 3 hours
Full marks: Th.60+IA-15=75

<u>Sl.No.</u>	<u>Chapter Name</u>	<u>Periods</u>	<u>Marks</u>
1.	Basic knowledge of English language		
	a) Grammar	20	20
	b) Essay writing	10	05
	c) Précis writing	10	05
	d) Letter writing	10	05
2.	Communication	25	25

CONTENTS

- 1. Basic knowledge of English Language**
The student should able to identify and correct errors / transform sentences related to:

- 1.1 Grammar:
- a. Structure of a sentence
 - b. Agreement of the verb with the subject in person and number
 - c. Tenses of the verb
 - d. Use of modal words
(Can could, may, might, shall, should, will, would, date, need)
 - e. Vocabulary
 - i) Differentiating similar words
 - ii) Different meanings of the same word
 - f. Use of Active and passive voice
 - g. Direct and indirect narration
 - h. Punctuation

- 1.2 To write essays
- 1.3 To write simple essay on subjects
 - a) Concerning everyday life
 - b) Imaginative
- 1.4 Précis writing
 - To write précis of passages on Beauty culture
- 1.5 Letter writing
 - a) To write letter of everyday life
 - b) To write simple formal letters
 - c) To write Business letters

Essentials of a good business letter, letter of enquiry, quotation, order reminder, follow-up letter, letter of introduction and authority, letter of appointment and circular letters. Demi-official letters.

2. Communication

- 2.1 To state Meaning
- 2.2 To explain importance of communication
- 2.3 To explain methods of communication
 - 2.3.1 Essential for successful communication
 - 2.3.1.1 Telephone etiquettes
 - 2.3.1.2 Ability to express
 - 2.3.1.3 Ability to rationalize
 - 2.3.1.4 Ability to understand emotional state of receiver
 - 2.3.2 Written communication
 - 2.3.3 Visual communication

BOOKS RECOMMENDED

- 1. Developing communication skills – K. Mohan and Meera Banerjee
- 2. Fundamentals of English Grammar – Betty Schram
- 3. Success with grammar and composition – K.R. Narayan and Swamy

COMMUNICATION SKILL (PRACTICAL)

Total period: 45
(03 periods / Wk)

Examination – 3 hours
Full marks: Pr.25 +Sess-25=50

Contents

1. Verbal Communication

- 1.1 Speaking on telephone
- 1.2 Conversing and listening
- 1.3 Interviewing
- 1.4 Leading group discussion and conferences

2. Visual Communication

- 2.1 Pictures
- 2.2 Graphic presentation
- 2.3 Slides

THEORY FOUR – BASIC AYURVEDA, YOGA, NATUROPATHY & BEAUTY

Total period: 60
(04 periods /Wk)

Examination – 1 1/2 hours
Full marks: Th.40+IA-10=50

Sl.No.	Chapter Name	Periods	Marks
1.	Principles of Ayurveda	25	18
2.	Beauty & Naturopathy	20	12
3.	Yoga Sutra	15	10

CONTENTS

1. **Principles of Ayurveda**

- 1.1 Basic knowledge about Ayurveda
- 1.2 Principle of Ayurveda
- 1.3 Panchakarma
- 1.4 Beauty treatment in Ayurveda
- 1.5 Massage therapy, Acupressure and Physiotherapy

2. **Beauty and Naturopathy**

- 2.1 Basic knowledge about Naturopathy
- 2.2 Various treatment with nature cure such as:
 - i) Earth (Mud therapy)
 - ii) Air therapy
 - iii) Space therapy (Fasting)
 - iv) Water therapy (Steaming etc.)
 - v) Fire therapy

3. **Yog Sutra**

- 3.1 Description of important Yoga Sutra from Samadhi Pada & Kaivalyapada
- 3.2 Description of important Yog Sutra from “Sadhana Pada & Bibhuti pada
- 3.3 Uses of Yoga for professionals and in corporate sectors.

TECHNICAL SEMINAR

Total periods: 45
(03 period / Wk)

Total marks: Pr.-25 + Sess-25=50

	<u>Marks</u>
1. Presentation of the topic related to Beauty Culture	15
2. Submission of write-up of the topic delivered in the Seminar	15
3. Report of visit to different parlors and health clubs	10
4. Newspaper clipping and magazine cuttings	10

Each student should prepare on a particular topic related to Beauty Culture with active support and guidance from a teacher guide. The student should collect relevant material from different magazine and journals. Each student should be usually asked to present her paper on the topic of the seminar within 15 minutes after which the question answer session may follow for 5 minutes. Then the student should submit the write-up of the seminar topic delivered.

The students should visit at least two beauty parlours and health clubs and submit a brief report on their study visit.

The students should be encouraged to collect the newspaper clipping and magazine cuttings on Beauty Culture and to be submitted on the date of the Seminar.