

Pune District Education Association's
Baburaoji Gholap College
Sangvi, Pune 411 027 (Maharashtra).

Proposed Syllabus

For

**Bachelor of Vocation (B. Voc.)
Beauty Therapy and Aesthetics
(Semester I to VI)**

Submitted to



Savitribai Phule Pune University
Ganeshkhind, Pune 411 007.

Annexure-II

Details about Structure/Pattern of Syllabus

1. **Title of the Course:** B.Voc. – **Beauty Therapy and Aesthetics**

2. **Course Level:**

Level 5: Diploma

Level 6: Advanced Diploma

Level 7: Degree

3. **Syllabus to be implemented from the Academic year:**

F.Y. B.Voc. 2018 – 2019, S.Y. B.Voc. 2019 – 2020, T.Y. B.Voc. 2021 – 2022

4. **Preamble of the Syllabus:**

The Bachelor of Vocation (B.Voc.) in **Beauty Therapy and Aesthetics** is the undergraduate course of Savitribai Phule Pune University, Ganeshkind, Pune 411 007. It is the multilevel exit course leading to Diploma, Advance Diploma and Degree in **Beauty Therapy and Aesthetics** after the successful completion of one, two and three years respectively. This undergraduate credit system based curriculum, would develop a strong fundamentals and specialization in the discipline of **Beauty Therapy and Aesthetics**. The students pursuing different qualifications in **Beauty Therapy and Aesthetics** need to develop in depth understanding various aspects of the subject. The principles and fundamental concepts in **Beauty Therapy and Aesthetics** will be studied in details. The students will have deeper understanding of service sector rules and regulation through the subjects like beauty aspects, Organization Behavior, Cultural and Health Psychology etc. The course proposes to skill based education due to which the student's ability of problem solving will be enhanced. The students can develop their own business in **Beauty Therapy and Aesthetics** service sector.

Objective of the course:

1. To provide skills relating to a '**Beauty Therapy and Aesthetics**' profession and appropriate content of General Education.
2. To ensure that the students will get adequate knowledge and skills at each exit point of the programme.
3. To provide flexibility to the students by means of pre-determined entry and multiple exit points as per the National Skills Qualification Framework (NSQF) guidelines.
4. To enhance employability of the graduates and meet industry requirements and are also expected to be equipped to become part of global workforce.
5. To provide vertical mobility to students coming out of 10+2 with vocational subjects.

Introduction:

Salient Features of the Credit System:

- a) B.Voc. in 'Beauty Therapy and Aesthetics' has been designed as per the guidelines and objective of UGC, New Delhi, NSDC, New Delhi and NSQF to cater skill force to the retail Beauty Therapy and Aesthetics industry.
- b) B.Voc. course is multiple exist program, which leads Diploma after completion of first year, Advance Diploma after completion of two years and Degree in B.Voc. after successful completion of three years.
- c) B.Voc. three years degree course in 'Beauty Therapy and Aesthetics' is of 180 credits, where one credit theory course is of one clock hour per week running for 15 weeks and one credit for practical course will consist of 10 of laboratory exercise including the revision and setting up the practical. Thus, each credit is equivalent to 15 hours.
- d) In one credit, 10 lectures are assigned for actual teaching in the classroom and 5 lectures are for seminars, discussions, home assignments and library work.
- e) Every student shall complete 180 credits in a minimum of six semesters. All semesters will have 30 credits each.
- f) The student will be declared as failed if s/he does not pass in all credits within a total period of five years. After that such students will have to seek fresh admission as per admission rules prevailing at that time.
- g) In every year, the academic calendar showing dates for commencement and end of each semester, internal assessment examinations and term end examination will be prepared and duly notified before starting of each semester.
- h) Student has to complete internship every year to complete the Diploma / Advance Diploma / Degree Course.

The students seeking admission to Diploma / Advance Diploma / B.Voc. Degree in 'Beauty Therapy and Aesthetics' are hereby informed that they are supposed to adhere to the following rules:

- a) A minimum of 75 % attendance for lectures / practical is the pre-requisite for grant of each semester.
- b) There shall be tutorial / practical / surprise test / home assignment / review of article / seminar / industrial visits / training course as a part of internal assessment in each semester. The students are supposed to attend all the examinations. The re-test will not be taken for the student absent for the any examination.
- c) The students opting for project course shall follow the rules framed for the same.

5. Faculty of the Course: Commerce

6. Eligibility for Admission:

The eligibility condition for admission to B.Voc. programme shall be 10 + 2 or equivalent from any stream.

Duration of the Course:

Award	Duration	Corresponding NSQF level
Diploma	1 year	5
Advanced Diploma	2 years	6
Degree	3 years	7

7. Intake capacity of students:

50 students at entry level

8. Examination:

- a) The assessment and evaluation for the B.Voc. programme will be as per the guidelines of Savitribai Phule Pune University for credit based system.
- b) The assessment for the general education component should be according to the guidelines of Savitribai Phule Pune University as per their prevailing standards and procedures.
- c) The assessment for the skill development components will focus on practical demonstrations of the skills acquired. This may be by the consultation with respective Sector Skill Council for designing the examination and assessment pattern for the skill development components. This may be considered by using the designated assessors of Sector Skill Councils/industry associations for the conduct of practical assessment.

I. Pattern of Examination

- i. Internal examination, Term end examination, Practical, Oral and Project
- ii. Pattern of the question paper: As per university rules

Evaluation of Students:

- 1 Assessment will consist of (a) in-semester continuous assessment and (b) end-semester assessment with an equal weightage of 50 % marks each.
- 2 Minimum 30 % marks are required for passing the both in semester examination and end semester examination separately. However, minimum 40 % mark is required for passing in the combined examination of in-semester and end-semester examination.

- 3 A student cannot take admission for the next year if s/he fails to complete 50% credits of the previous two semesters. The internal marks will not change and student cannot reappear for internal examination. If student missed the internal examination, s/he will have second chance with the permission of the only concerned teacher. It will be the discretion of concerned teacher and internal departmental assessment committee. In case, s/he wants to repeat internal, s/he can do so only by registering for the said courses during 5th/6th semester whichever is applicable.
- 4 The answer scripts for the only internal examination and not for end semester examination may be shown to the concerned student.
- 5 There shall be revaluation of answer script of end semester examination only, but not of internal examination.

- **In-semester examination:**

The internal assessment for each course would be continuous and dates for all tests will be pre-notified in the time table. The internal assessment committee will coordinate this activity.

- **Theory Courses:**

The students should be encouraged to conduct various academic activities. A teacher must select a variety of the methods for internal assessment like: mid-semester test, online test, computer based examination, open book test (by the concerned teacher choice of allowed books), tutorial, surprise test, oral, assignments, review of article, Seminar presentation and journal / lecture / library notes. It is the responsibility of the student to preserve the documentation of the internal assessment except midterm test answer script.

- **Practical courses:**

It is a continuous evaluation process and practical courses will be evaluated on the basis of following points.

- 1 Performance assessment of each experiment on the basis of attendance, punctuality, journal completion, practical skills, results, oral and analysis.
- 2 Test on practical may be conducted before the end-semester examination.
- 3 Assessment of each experiment shall be done for each practical weekly.
- 4 The student strength of practical batch should be twenty. One practical session is of 3 hour duration for one practical batch.

- **Project Course:**

The project work will be evaluated by in charge of project batch in consultation with project guide. The assessment of project work will be done weekly in the respective batch and evaluation will be on the basis of weekly progress of project work, referencing, oral, results and documentation.

- **End-semester examination:**

The end-semester examination for 50 marks for all courses would be held nearly two weeks after the completion of teaching for that semester. The paper setting and assessment for all courses would be the responsibilities respective course in-charges. The all activities related to examination like paper setting, evaluation, assessment, preparation of marks-sheets etc. would be coordinated by the examination committee of department.

II. Standard of Passing

Minimum 30 % marks are required for passing the both in semester examination and end semester examination separately. However, minimum 40 % mark is required for passing in the combined examination of in-semester and end-semester examination.

III. ATKT Rules

A student cannot take register for the next year if s/he fails to complete 50 % credits of the previous two semesters.

IV. Award of Class

Grades will be awarded from grade point average (GPA) of the credits.

GPA Rules:

1. The formula for GPA will be based on Weighted Average. The final GPA will not be printed unless a student passes courses equivalent to minimum 180 credit hours. Total credits hours means the sum of credit hours of the courses which a student has passed.
2. A seven point grade system [guided by the Government of Maharashtra Resolution No. NGO-1298/[4619]/UNI 4 dated December 11, 1999 and University regulations] will be followed.
3. If the GPA is higher than the indicated upper limit in the third decimal digit then the student be awarded higher final grade (e.g. a student getting GPA of 4.492 may be awarded 'A')
4. For semester I, II, III, IV and V examinations, only the grade points will be awarded for each subject. Final GPA along with final grade will be awarded only at the end of VIth semester. In case of verification, the existing rules will be applicable. The revaluation result will be adopted if there is a change of at least 10 % marks and in the grade of the course.
5. After the declaration of result, for the improvement of grade, the student can reappear for the examination of 30 credits worth theory courses.
6. A student can go for the grade improvement program only after the declaration of final semester examination i.e. at the end of next academic year after passing B.Voc. examination and within three years of completion of B.Voc. A student can appear for grade improvement programme only once.

V. External Students

There shall be no external students.

VI. Setting of Question Paper/Pattern of Question Paper

All general and skill education components based end-semester question papers will be set by the college and centralized assessment of all papers will be done as per the guideline of Savitribai Phule Pune University. The Questions should be designed to test the conceptual knowledge and understanding of the basic concepts of the subject. Theory examination will be of 2 hours duration for each theory course. There shall be 4 questions each carrying marks as shown below. The pattern of question papers shall be:

Question 1 (10 Marks) 5 out of 10 answer in 20 words each of 2 marks

Question 2 (10 Marks) 2 out of 4 short note/answer in 50 words each of 5 marks

Question 3 (15 Marks) 2 out of 3 answer in 150 words each of 7.5 marks

Question 4 (15 Marks) 1 out of 3- answer in 300 words each of 15 marks

VII. Verification/Revaluation

There is also a provision for verification and revaluation. In case of verification, the existing rules will be applicable. The revaluation result will be adopted if there is a change of at least 10 % marks and in the grade of the course. There shall be revaluation of answer script of end semester examination, but not of internal assessment papers.

9. Structure of the Course:

The basic structure (Framework) of the proposed Diploma syllabus for the one year, Advance Diploma for the two years and Degree for three years integrated course ('Beauty Therapy and Aesthetics') leading to B.Voc. in 'Beauty Therapy and Aesthetics' at Baburaoji Gholap College, Sangvi, Pune 411 027 affiliated to Savitribai Phule Pune University is given at the end of the Annexure - II.

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| I. Compulsory Paper: | All papers are compulsory. |
| II. Optional Paper: | No optional paper. |
| III. Question Paper and Papers: | As mentioned above in the examination section. |
| IV. Medium of Instructions: | English |

10. Equivalence of previous syllabus along with proposed syllabus

This course is sanctioned from academic year 2018-2019. So new syllabus has been proposed. Hence no previous syllabus is available.

11. University Terms:

Diploma course contains total 2 Semesters. Advance Diploma course contains total 4 Semesters and the degree course contains total 6 Semesters.

12. Subject wise Detailed Syllabus:

A copy of subject wise detailed syllabus is attached with this Annexure - II.

13. Recommended Books:

The list of recommended books is given at the end of syllabus.

14. Qualification of Teacher:

The qualification of faculty will be as per guidelines and norms of University Grant Commission, New Delhi and National Skill Development Council.

15. Detailed Syllabus CD (only word file):

The CD having soft copy of detailed syllabus in word format is attached herewith with this Annexure - II.

Pune District Education Association's
Baburaoji Gholap College, Sangvi, Pune 411 027 (Maharashtra).

Proposed Structure of B. Voc. Syllabus
Bachelor of Vocation in Beauty Therapy and Aesthetics (BTA)

Syllabus to be implemented from academic year
F.Y. B. Voc. 2018 – 2019, S.Y. B. Voc. 2019 – 2020, T.Y. B. Voc. 2021 – 2022

Year - I		Semester – I	
Course Code	Course type	Course Name	No. of Credits
BTAT 01	Theory	Communication Skills	4
BTAT02	Theory	Professional Ethics	4
BTAT03	Theory	Health Care	4
BTAP 01	Practical	Introduction to Spa Therapy	6
BTAP 02	Practical	Non Therapeutic Massage and Therapeutic	6
BTAP03	Practical	Complimentary Therapies (Reflexology,	6
Total number of credits			30

Year - I		Semester – II	
Course Code	Course type	Course Name	No. of Credits
BTAT04	Theory	Human Anatomy	4
BTAT05	Theory	Bacteriology	4
BTAT 06	Theory	Personal Hygiene, Public Health	4
BTAP 04	Practical	Facial Treatment with and without	6
BTAP 05	Practical	Depilation Treatments	6
BTAP 06	Practical	Hand & Leg Care	6
Total number of credits			30

Year - II		Semester - III	
Course Code	Course type	Course Name	No. of Credits
BTA T07	Theory	Computer Fundamentals	4
BTA T 08	Theory	Chemistry - Understanding Chemicals &	4
BTA T 09	Theory	Personality Development (Grooming,	4
BTA P 07	Practical	Professional Make-up Techniques (Bridal & High Fashion Photography Make-up)	6
BTA P 08	Practical	Stage & Fashion runway Make-up Portfolio	6
BTA P09	Practical	Make – up Products & It's Application	6
Total number of credits			30

Year - II		Semester - IV	
Course Code	Course type	Course Name	No. of Credits
BTAT 10	Theory	Cell Metabolism & Body System	4
BTAT 11	Theory	Sterilization & Sanitization	4
BTAT 12	Theory	Professional Image & Life Skills	4
BTAP 10	Practical	Theory & Tools of Hair Treatment Hair	6
BTAP 11	Practical	Chemical Application & Hair Treatment	6
BTAP12	Practical	Hair Restoration & Mesotherapy	6
Total number of credits			30

Year - III		Semester - V	
Course Code	Course type	Course Name	No. of Credits
BTA T13	Theory	History of Skin Care	4
BTAT14	Theory	Nutrition & Health of Skin	4
BTAT15	Theory	Skin Disorders	4
BTAP 13	Practical	Electrology and its uses	6
BTAP 14	Practical	Neurology Pigmentation & Acne Treatment	6
BTAP 15	Practical	Photo Therapy and Aging Skin / Photo Aging	6
Total number of credits			30

Year - III		Semester - VI	
Course Code	Course type	Course Name	No. of Credits
BTA T 16	Theory	Skin Analysis	4
BTA T 17	Theory	Cosmetology Concepts & Fundamentals	4
BTA T 18	Theory	OSHA (Occupational Safety & Health	4
BTA P 16	Practical	Salon operation.	6
BTA P 17	Practical	Cosmetology Designs, Cosmetology & Career Development	6
BTA P 18	Practical	Use of Cosmetic Procedure (Laser, Botox, Fillers, Electro Caution, Skin Tag	6
Total number of credits			30

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Communication Skills		
Course Code	BTA T01		
Class	F.Y. B.Voc.	Semester	I
No. of Credits	04	Contact Hours	60
Aim <ul style="list-style-type: none"> To Develop the Communication skills 			
Objectives <ol style="list-style-type: none"> 1) Define the Concept of communication. 2) Different the types of communication. 3) Discuss the techniques and modern tools of communication. 4) Importance of effective communication 			
Course Outcomes Students will improve their speaking ability in English both in terms of fluency and comprehensibility Students will give oral presentations and receive feedback on their performance Students will heighten their awareness of correct usage of English grammar in writing and speaking			
Unit	Topics	Credit	Lectures
Unit I	The Sentence and Its Structure - How to Write Effective Sentences - Phrases - What Are They? - The Noun Clauses - The Adverb Clause - The Relative Clause - How the Clauses Are Conjoined - Word - Classes and Related Topics - Understanding the Verb - Understanding the Auxiliary Verb - Understanding the Adverbs - Understanding the Pronoun - Prepositions.	01	15
Unit II	Spelling and Pronunciation - Pronunciation, The Tense and Related Topics – Present tenses and Present Tenses - The Present tenses of a Past Action - Interrogatives and Negatives - Negatives - How to Frame Questions - What's What? - Polite Expressions - Some Time Expressions - In Conversation – Letter Writing - Academic Assignments.	01	15
Unit III	Self - Assessment; Identifying Strength & Limitations; Habits, Will - Power and Drives, Developing Self - Esteem and Building Self - Confidence, Significance of Self - Discipline, Understanding Perceptions, Attitudes, and Personality Types, Mind - Set: Growth and Fixed, Values and Beliefs, Motivation and Achieving Excellence; Self - Actualization Need; Goal Setting, Life and Career Planning	01	15

	, Constructive Thinking, Communicating Clearly: Understanding and Overcoming barriers.		
Unit IV	Active Listening, Persuasive Speaking and Presentation Skills, Conducting Meetings, Writing Minutes, Sending Memos and Notices; etiquette: Effective E - mail Communication; Telephone Etiquette, Body Language in Group Discussion and Interview.	01	15
References: <ul style="list-style-type: none"> • Dorch, Patricia. What Are Soft Skills? New York: Execu Dress Publisher, 2013. • Kamin, Maxine. Soft Skills Revolution: A Guide for Connecting with Compassion for Trainers, Teams, and Leaders. Washington, DC: Pfeiffer & Company, 2013. • Klaus, Peggy, Jane Rohman & Molly Hamaker. The Hard Truth about Soft Skills. London: HarperCollins E - books, 2007. • Petes S. J. Francis. Soft Skills and Professional Communication. New Delhi: Tata McGraw - Hill Education, 2011. • • Stein, Steven J. & Howard E. Book. The EQ Edge: Emotional Intelligence and Your Success. Canada: Wiley & Sons, 2006. 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Professional Ethics		
Course Code	BTA T02		
Class	F.Y. B.Voc.	Semester	I
No. of Credits	04	Contact Hours	60
Aim- To Develop the professional ethics.			
Objectives: Objective: The course aims to provide a sharp insight into the importance of human values, ethics, morality and above all the full growth of personality to ensure some total development of the human mind.			
Course Outcomes - Students will learn and understand the basic ethical principles and human values. They will learn and understand the environmental ethics and global development with help of ethics and human values			
Unit	Topics	Credit	Lectures
Unit I	Concept of Human Values, Value Education Towards Personal Development, Aim of education and value education: Evolution of value oriented education:	01	15
Unit II	Impact of Global Development on Ethics and Values, Conflict of cross – cultural influences, mass media, cross – border education. materialistic values.	01	15
Unit III	Hygiene safety , Client care- client handling, Welcoming Understanding body language of client Work skills,- Attitude, work setup, work timings, peers and supervisors, work rules, work profiles	01	15
Unit IV	Environmental ethics: Issues and possible solutions. Climate change, global warming, acid rain, ozone layer depletion. nuclear accidents and holocaust.	01	15
References: 1. Evaluating codes of Professional Ethics,- en Robinson,W.L. Pritchard. 2. M.S. Profits and Professions: Essay business and professional ethics. 3.The development of model code for ethics professionals.- Schwartz M.S.			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Health Care		
Course Code	BTA T03		
Class	F.Y. B.Voc.	Semester	I
No. of Credits	04	Contact Hours	60
Aim			
<ul style="list-style-type: none"> To Develop the Knowledge about health care. 			
Objective-			
<ul style="list-style-type: none"> To enable students to have a basic knowledge of the health care. To work towards the hygiene and knowledge of health care. 			
Outcome-			
<ul style="list-style-type: none"> Students will develop awareness about health care and get basic knowledge of health care. Demonstrate communication process of a home health aid, which also reflects professional appearance and a positive attitude. Describe the role of a Home Health Aid and verbalize the roles of various healthcare providers. 			
Unit	Topics	Credit	Lectures
Unit I	Common health problems in India	01	15
Unit II	Maintain good physical health, good health and its relation of successful living.	01	15
Unit III	Exhibit ethical behavior, present a positive personal image.	01	15
Unit IV	Describe the importance , use and procedure of wearing and removing personal protective equipment(PPE), Practice hand hygiene	01	15
References:			
1.slees health care terms : Slee ,Debora. 2. encyclopedia of public health (2002) Macmillan reference USA. 3.Dictionary of health economics and finance(2007),Marcinko,D.E. and Hetico			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Introduction to spa		
Course Code	BTA P01		
Class	F.Y. B.Voc.	Semester	I
No. of Credits	06	Contact Hours	60
Aim- To Develop the Skill and Knowledge about spa			
Objectives: • 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.			
Course out come-. <ul style="list-style-type: none"> • Locate the energetic lines of the feet, legs, hips, back, shoulders, neck, head and face. • Develop and apply the skill on stone therapy. • Develop and apply the skill on Massage. • Develop and apply the skill on body Massage. Carry out body massage treatment for dry and oily skin. 			
Unit	Topics	Credit	Lectures
Unit I	Purpose and history of spa Benefits Spa as career, benefits ,spa, career options, job opportunities ,basic requirements, role of spa therapist. Spa Therapies: Introduction to Spa, History and origin of the spa, Types, Product, Layout, Importance, System, Principles and classification, Spa House Keeping, Spa etiquettes and grooming, Basics of spa management, Marketing for Spa.	01	15
Unit II	Preparation for massage. Massage sequence. Heat Therapy and Lamp Treatments Forms of heat therapy. Safety in the clinic. Effects of heat on the body. Contra-indications to general heat therapy. Paraffin wax treatment. Ultra violet treatment. Infrared and radiant heat treatments. Manual Massage General effects and benefits of massage. Effects of massage on the skin, muscles and adipose tissue.	02	30
Unit III	Spa product knowledge Herbs, essential oils, aromatic oils,pre-blended oils and creams, shampoo and lotions, benefits of different spa products, base creams, carrier oils	01	15
Unit IV	Types of spa Day spa, club spa, destination spa, resorts spa, hotels spa. Body and hair spa. Swedish Massage, Lomi-Lomi Massage, Deep Tissue Massage, Traditional Thai Massage, Ayurvedic Abhangya, Balinese Massage Javanese Lulur.	02	30

References:

- Spa management : an introduction to spa by Mary Winsom, Lisa L. Capozio
- Understanding the global spa industry : spa management by Gerry Bodeker.
- Body treatments for the Beauty Therapist; Ann Gallant ISBN 0-8595040

B.Voc. in Beauty therapy and Aesthetics(BTA)

Course Name	Therapeutic and Non Therapeutic massage		
Course Code	BTA P02		
Class	F.Y. B.Voc.	Semester	I
No. of Credits	06	Contact Hours	60
Aim To Develop the Skill and Knowledge about massage			
Objective-1. To enable students to have a basic knowledge of different kinds of massage.			
2. To understand the techniques of massage.			
Course outcome – Students will understand Definition and c Equipment for massage. psychological effects of massage, use and appropriate adaptation of massage for special client groups:			
Unit	Topics	Credit	Lectures
Unit I	Definition and c Equipment for massage. Working stance. Hand contact and flexibility. Special Reduction Body Treatment General treatments Contra-indications, application effects and benefits of treatment. . Vibratory treatments. Galvanic treatments. High frequency treatment direct and indirect. Vacuum Massage Faradic	01	15
Unit II	psychological effects of massage: the mental and emotional benefits of massage the placebo effect and mind – body links psycho neuroimmunology	01	15
Unit III	use and appropriate adaptation of massage for special client groups: skin care & associated conditions pregnancy stress-related conditions physical & learning difficulties the elderly cancer care	02	30
Unit IV	neuromuscular technique ,trigger points, soft tissue manipulation ,passive stretching, joint mobilisation muscle energy techniques acupressure therapeutic touch range of massage techniques including as a minimum: effleurage petrissage frictions tapotement vibrations . the application of massage for specific conditions like arthritis and pregnancy,	02	30

References:

- A Treatise on Advance Acupressure/Acupuncture - Part I – M. P. Khemka
- Sujok Acupressure – J. P. Agarwal
- ManavSharirVigyan - Dr. G. C. Agarwal

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Complimentary Therapies		
Course Code	BTA P03		
Class	F.Y. B.Voc.	Semester	I
No. of Credits	06	Contact Hours	60
Aim- To Develop the Skill and Knowledge about aroma, reflexology and acupressure.			
Objectives: Learn to explore the beauty of aroma therapies and acupressure.			
Course outcome- Students wil understand the different types of complimentary therapies. Students will understand the therapeutic use of aroma oils Students will learn the techniques of acupressure and acupuncture			
Unit	Topics	Credit	Lectures
Unit I	Aromatherapy- historical & philosophical roots ; herbal oils – their production, quality control and therapeutic uses. Important herbal oils: mechanisms of action: skin absorption; Methods of application, Blending: theories of blending according to fragrance, chemistry and symptomatology Practical formulating: hands-on base product creation of creams and ointments from raw materials; in-class formulating of aromatic products for the skin Herbal medicine- Background-Turmeric (<i>Curcuma longa</i>) tinctures, Devil's claw (<i>Harpogophytumprocumbens</i>) tincture 30 mL, Ginseng (<i>Panax spp</i>) tincture 10 mL—, White willow (<i>Salix alba</i>) tincture 20 mL, Licorice (<i>Glycyrrhizaglabra</i>) 5 mL, Oats (<i>Avena sativa</i>) 15 mL—, Differences from conventional drugs	02	30
Unit II	Acupuncture - Methods & Acupuncture, Use of Needles and other material in Acupuncture, Maintaining Acupuncture Clinic. Acupuncture Meridians & Points, Acupressure-What is acupressure? Concept of yin and yang. Concept of physical and metaphysical. Five element theory.	01	15
Unit III	Reflexology- Introduction, the benefits of Reflexology	02	30

	The history and origins of Reflexology Study of foot charts & reflex zones Techniques for grounding & being centered Holistic approach, Relaxation techniques, Disorders and conditions, signs & symptom		
Unit IV	Yoga-Introduction to yoga. History of yoga. Basic aasanas and pranayama techniques. Yoga as a therapy, Meditation ,Therapeutic yoga,	01	15
References: Rogi, RogEvamUpcharak – Dr. G. C. Agarwal Pink book (tables, charts & diagrams) OR Chinese Acupressure Treatment Hand Book – Vol. I The miracle of Acupuncture Beijing Press Publication 14 Channels Prof: Dr.AntonJayasurya			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Human Anatomy		
Course Code	BTA T04		
Class	F.Y. B.Voc.	Semester	II
No. of Credits	04	Contact Hours	60
Aim- To Develop the Basic Knowledge about anatomy and physiology			
Objective- 1) Define the Importance human body 2) Define the anatomy.			
Course Outcome- To make students understand the fundamentals of Human Anatomy. o To explain the functions of different body systems. o To describe the structures of different body systems.			
Unit	Topics	Credit	Lectures
Unit I	Cell and cell organelles 1) Structure and classification 2) Function 3) Cell division (Mitosis and Meiosis)	01	15
Unit II	Cell Tissues • Identify the four main tissue types • Discuss the functions of each tissue type. 1. Epithelial tissue 2. Connective tissue 3. Muscular tissue 4. Nervous tissue	01	15
Unit III	Different anatomical systems of human body and their parts: 1. Skeletal system 2. Muscular system 3. Respiratory system 4. Digestive System	01	15
Unit IV	5. Cardio vascular System 6. Lymphatic System 7. Excretory System 8. Endocrine System 9. Integumentary Systems 10. Sense Organs	01	15
References:			
<ul style="list-style-type: none"> Anatomy & Physiology: Beauty Therapy Basics – Helen McGuinness (Author) • Milady Standard Cosmetology – Milady (Author) 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Bacteriology		
Course Code	BTA T05		
Class	F.Y. B.Voc.	Semester	II
No. of Credits	04	Contact Hours	60
Aim To Develop the Knowledge about bacteriology			
Objectives: 1) To enable students to have a basic knowledge of the importance of role of bacteriology 2) To have knowledge and understanding of cosmetology .			
Course Outcome- Students will understand The role of bacteriology in cosmetology.) Types of Bacteria (c) Growth and Reproduction of Bacteria, Microbiological analysis of cosmetics. Microbiology Testing for Cosmetics			
Unit	Topics	Credit	Lectures
Unit I	What is Bacteria? (b) Types of Bacteria (c) Growth and Reproduction of Bacteria The role of bacteriology in cosmetology. The Occurrence of Bacteria	01	15
Unit II	Virus: Types,Classification. Growth,Reproduction and pattern. External Parasites: Types,Classification. Growth,Reproduction and pattern.	01	15
Unit III	Microbiological analysis of cosmetics. Microbiology Testing for Cosmetics	01	15
Unit IV	Preservative Challenge Testing Total Viable Count Research and Identification of Microorganisms	01	15
References: 1.Cosmetic science and technology vol I,II,III by Sangarin			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Personal Hygiene, Public Health		
Course Code	BTA T06		
Class	F.Y. B.Voc.	Semester	II
No. of Credits	04	Contact Hours	60
Aim To Develop the Knowledge about Personal hygiene and public health			
Objectives: 1) To enable students to have a basic knowledge of Personal hygiene and public health			
Course Out come- Students will understand definition, components, principles of health education, methodology- individual, group and mass methods use of audio visual aids. Primary health care system with special reference to Maternal and Child Health care and maternal& infant mortality and morbidity			
Unit	Topics	Credit	Lectures
Unit I	Health and Nutrition- education-definition, components, principles of health education, methodology- individual, group and mass methods use of audio visual aids.	01	15
Unit II	Medical entomology, Control of household pest with special reference to mosquito, housefly etc.; Environmental, chemical, biological and generic control.	01	15
Unit III	Immunity - (i) Classification, specific and non-specific immunity (ii)Immunoglobulin, (iii) Cellular and hormonal, immune response (iv) Immunization active and passive immunization schedule (v) Immunizing agents, (vi)Hazards of immunization.	01	15
Unit IV	Primary health care system with special reference to Maternal and Child Health care and maternal& infant mortality and morbidity • Primary health system functioning in rural areas, health indicators and various health organizations, Malaria and AIDs Control-NHP, WHO, UNICEF.	01	15
References: 1.slees health care terms : Slee ,Debora. 2. encyclopedia of public health (2002) Macmillan reference USA. 3.Dictionary of health economics and finance(2007),Marcinko,D.E. and Hetico			

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B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Facial Treatment with and without machines		
Course Code	BTA P04		
Class	F.Y. B.Voc.	Semester	II
No. of Credits	06	Contact Hours	60
Aim- To Understand Facial treatment and its benefit			
Objectives: • To explain the purpose and application of facials and face mask. • To follow proper safety and sanitation procedures. • To develop skills in the manipulation of equipment and materials necessary for facial. • To demonstrate the use of equipment, implements, cosmetic and material when giving a facial.			
Out come –Students will Study and recognize skin types ,Classification of skin types, Types of Face Masks, Equipment needed for facial treatment: Tools & techniques Maintenance a high standard of hygiene & safety			
Unit	Topics	Credit	Lectures
Unit I	Study and recognition of skin types Classification of skin types, special treatments to different types of skin: acne, open pores, pigmented, matured, wrinkled skin	01	15
Unit II	Types of Facials Plain facial, Veg. peels facial, Gauze facial, Ozone facial, Thermo herb facial, Gold & Silver facial.	02	30
Unit III	Types of Face Masks Ingredients and effects of face masks Clay Masks Natural Masks (Vegetable & Fruits) Thermal Masks Paraffin Wax Masks. Latex Plastic Masks. Peel off Masks. Other Ayurvedic Masks.	01	15
Unit IV	Equipment needed for facial treatment: Tools & techniques 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.	02	30
References:			

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

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Depilation Treatments		
Course Code	BTA P05		
Class	F.Y. B.Voc.	Semester	II
No. of Credits	06	Contact Hours	60
Aim- plan and execute the treatment, note contra-indications and advice on the most appropriate means of hair removal.			
Objectives: • Prepare the client and area hygienically and safely, examine the area, plan the treatment, note contra-indications and advice on the most appropriate means of hair removal & bleaching • Understand the key ingredients in waxing products and the various types and systems available in the market. • Perform safely, effectively and to commercial standards and timing, a variety of methods of hair removal on a variety of clients. • Enable student to shape the eye brows			
Out come- Students will learn and understand appropriate methods of hair removal .			
Unit	Topics	Credit	Lectures
Unit I	Eyebrow Shaping and bleaching Eyebrow shaping according to face structure. Use of eyebrow pencil. Tweezing and threading. Judging of brow length. Enhancing the appearance of eyebrows and lashes, techniques of eyebrow shaping, use of false eyelashes, strip and individuals false eyelashes.	01	15
Unit II	Bleaching-patch test, benefits, equipments and material various types, procedure and contraindications.	01	15
Unit III	Hair Removal Procedures 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	02	30
Unit IV	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	02	30

	of the hair growth. Other methods of hair removal to cover the advantage & disadvantage of each. Sterilization of tools.		
References: <ul style="list-style-type: none"> • 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. 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Hand and leg Treatment		
Course Code	BTA P06		
Class	F.Y. B.Voc.	Semester	II
No. of Credits	06	Contact Hours	60
Aim- To give hand and leg care treatment to client for healthy life			
Objectives: • Prepare client and area hygienically, examine hands and/or feet, plan the treatment, note contra-indications and give advice. • Perform nail treatments safely, effectively, hygienically and to a commercial standard and time on a variety of clients. • Optimize opportunities to give information and advice to clients regarding products and services.			
Course out come-Students learn the procedures of Nail Shaping Manicure and pedicure, Aroma Manicure and pedicure, De-tan Manicure and pedicure, French Manicure and pedicure • Have the knowledge of 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.			
Unit	Topics	Credit	Lectures
Unit I	Equipments & Products Use of the equipment and products for hand and feet: nail enamel remover, Cuticle cream, Massage cream/oil, Nail strengthener, Hard skin remover for the feet, Base coat, Top coat, Quick dry (spray and paint on), Cuticle oil, Cuticle remover, Buffing paste, Exfoliant for skin of the hands and feet, Nail enamel, Ridge filler.	02	30
Unit II	Correct use of the following equipment for nail treatment: Emery board, Nail clippers, Orange wood stick, Rubber hoof stick, Cuticle knife, Cuticle nippers/Cuticle scissors, Chamois Buffer, Rasp or other hand skin remover. Gel Nails, Refill and After-Care, Temporary nail extension.	02	30

Unit III	Procedures Nail Shaping Manicure and pedicure, Aroma Manicure and pedicure, De-tan Manicure and pedicure, French Manicure and pedicure	01	15
Unit IV	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.	01	15
References: <ul style="list-style-type: none"> • 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. 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Computer Fundamentals		
Course Code	BTA T07		
Class	S.Y. B.Voc.	Semester	III
No. of Credits	04	Contact Hours	60
Aim- To understand basics of computer operations			
The objective of this course is to familiarize students with Fundamentals of Computer and IT applications. It enables the student to get practical exposure towards MS - Office tools			
Outcome- Students will develop computer literacy and become competent in M s Office			
Unit	Topics	Credit	Lectures
Unit I	Knowing Computer: Introduction, Objectives, Basic Applications of Computer, Components of Computer System: Central Processing Unit, Keyboard, mouse and VDU, Other Input devices, Other Output devices, Application Software, Systems software. Concept of computing, data and information. Bringing computer to life: Connecting keyboard, mouse, monitor and printer to CPU.	01	15
Unit II	Operating Computer Using Gui Based Operating System: Introduction, Objectives, Basics of Operating System: The User Interface: Task Bar, Icons, Menu, Running an Application. Simple Setting: Changing System Date And Time, Changing Display Properties, To Add Or Remove A Windows Component, , Adding and removing Printers. File and Directory Management	01	15
Unit III	Introduction To Internet, Www And Web Browsers: Introduction, Objectives. Basic of Computer Networks: Internet: Concept of Internet, Applications of Internet, Connecting to the Internet, Search Engines: Popular Search Engines / Search for content, Accessing Web Browser,	01	15

	Using Favorites Folder, Downloading Web Pages, Printing Web Pages. Understanding URL, Surfing the web: Using e - governance website.		
Unit IV	Communications And Collaboration: Introduction, Objectives, Basics of E - mail: What is an Electronic Mail, , Using E - mails: Opening Email account, Mailbox: Inbox and Outbox, , Replying to an E - mail message, Forwarding an E - mail message, Sorting and Searching emails. Introduction to MS - Office: MS - Word, MS - Excel, MS - Power Point	01	15

References:

- Fundamentals of Computers, V. Rajaraman, PHI Publication
- Computer Fundamentals, P. K. Sinha, BPB Publication
- Introduction to Computers with MS - Office 2007, Leon, TMH Publication

B.Voc. in Beauty therapy and Aesthetics(BTA)

Course Name	Chemistry – Understanding chemicals and their uses		
Course Code	BTA T08		
Class	S.Y. B.Voc.	Semester	III
No. of Credits	04	Contact Hours	60

Aim- To understand different Chemicals and their uses

Objectives-The students will be familiar with the physical and chemical properties and reactions of commonly used raw materials in cosmetics. Students will be familiar with chemistry (especially the reactivity and stability of an organic molecules based on structure and isomerism) of commonly used chemicals. They will know common natural raw materials, especially the basic functional group involved, their physical and chemical properties and their applications.

Course outcome- students will Study carbohydrates used in cosmetics with respect to their source, chemical constituents and uses. Herbs,description and morphology of organized and unorganized herbs. Various grades available in market and heir advantage over traditional gums used

Unit	Topics	Credit	Lectures
Unit I	Herbs,description and morphology of organized and unorganized herbs. Organized herbs root, stem, leaf , fruit and seed. Unorganized herbs-, mucilage, latex and extracts. Study of different product forms available in market.	01	15
Unit II	Study of following carbohydrates used in cosmetics with respect to their source, chemical constituents and uses. Gums-Acacia, guar gum, pectin, agar and cellulose and their cosmetic application. Various grades available in market and heir advantage over traditional gums used.	01	15
Unit III	Carbohydrates-Definition , classification and general identification tests. Starches-Wheat, maize, rice, potato and their cosmetic application, Recent sophisticated derivatives available in market and their merits over traditional starches.	01	15
Unit IV	Lipids- Definition , classification and general identification tests. Study of criteria for selection of oils in formulation. Oils-Castor, linseed, olive, sesame ,coconut, arachis oil. Study of different oils available in marke	01	15

References:

- Materia Medica – By Nadkarni.
- Wealth of India – CSIR
- Indian medical plants: by Kirtikar & Basu
- Pharmacognosy – by Dr. Kokate
- Naturals and Cosmetics – by Dr. Satish Sakharwad

B.Voc. in Beauty therapy and Aesthetics(BTA)

Course Name	Personality Development		
Course Code	BTA T09		
Class	S.Y. B.Voc.	Semester	III
No. of Credits	04	Contact Hours	60
Aim			
<ul style="list-style-type: none"> • It is aimed at the promotion of the strategies for the personality development of the participants. The rationale behind this endeavor is the recognition of the multifaceted influence of the personality of the employees upon organisational effectiveness. 			
Objective – To bring about personality development with regard to the different behavioural dimensions that have far reaching significance in the direction of organisational effectiveness.			
Course outcome- Students will understand stress management, Time management and interpersonal relations and develop their personalities.			
Unit	Topics	Credit	Lectures
Unit I	Stress Management - Introduction to Stress, Causes of Stress, Impact, Managing Stress	01	15
Unit II	Time Management-Time as a Resource, Identify Important Time Management Wasters, Individual Time Management Styles, Techniques for better Time Management.	01	15
Unit III	Interpersonal -Introduction to Interpersonal Relations, Analysis of different ego states, Analysis of Transactions, Analysis of Strokes, Analysis of Life position	01	15
Unit IV	Motivation Introduction to Motivation, Relevance and types of Motivation, Motivating the subordinates, Analysis of Motivation	01	15
References:			
1. Ethics in Engineering Practice and Research by Caroline & Whitbeck, Cambridge University Press. 2. NASSCOM-Global Business Foundation Skills: Accenture, Convergys, Dell et.al. Foundation Books: Cambridge University Press.			

3. Thinks and Grow Rich by Napoleon Hill, Ebury Publishing, ISBN 9781407029252.
4. Awaken the Giant Within by Tony Robbins HarperCollins Publishers, ISBN139780743409384.

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Professional Make up techniques		
Course Code	BTA P07		
Class	S.Y. B.Voc.	Semester	III
No. of Credits	06	Contact Hours	60
Aim- Learn and apply the theory of Makeup Consultation and Makeup Preparation, ambience of makeup room, make up colour theory, benefits of makeup application, self presentation of makeup artist			
Objectives: • Perform make-ups safely & hygienically, • Perform makeup's to time & include various techniques, for a variety of occasions on a variety of clients. • Perform makeup for media, theater, TV, portfolio & ramp. • Making students proficient in using advance make up techniques like Air Gun.			
Course outcome- Have the knowledge of Basic Makeup Day self makeup Day party makeup Evening party makeup • Learn the corrective makeup technique as per face shapes Features Nose and Chin shapes Jawline and neck area Eye shapes and Eye brows Lip shapes Wrinkles			
Unit	Topics	Credit	Lectures
Unit I	Selection of Tools, Makeup Consultation Chart Color theory Selection of correct colors, correct cosmetic.	01	15
Unit II	Different make-ups, Basic make- Up ,Engagement make up, Bridal make up, Reception make up, Basic fashion make-up techniques – contemporary, stylised period and latest trends	02	30
Unit III	Wet look make up Groom Makeup,	01	15
Unit IV	Makeup for fashion photography, Air Brush Makeup,	02	30
References:			
<ul style="list-style-type: none"> • 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 _

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Stage and fashion Runway make up and Portfolio making		
Course Code	BTA P08		
Class	S.Y. B.Voc.	Semester	III
No. of Credits	06	Contact Hours	60
Aim-To prepare the students for stage and fashion Runway make ups			
Objectives: • Perform make-ups safely & hygienically, • Perform makeup's to time & include various techniques, for a variety of occasions on a variety of clients. • Perform makeup for media, theater, TV, portfolio & ramp. • Making students proficient in using advance make up techniques like Air Gun.			
Course outcome- Learn the process and application of different make-ups, wet look make up, Engagement make up, Bridal make up, Reception make up, Groom Makeup, Makeup for fashion show • Have the knowledge and application of Advance Make up Portfolio, Glossy Make Up, Ramp Make Up, Black & White Make Up, Fantasy Make Up • Have the knowledge of Illusion Make Up Cut Marks, Stitch Marks, Accidental Marks, Burn Marks, Old Age, Blood Coming out of mouth.			
Unit	Topics	Credit	Lectures
Unit I	What Is A Makeup Artist Portfolio? Why Is A Makeup Artist Portfolio Important? Types Of Portfolios Online Portfolio Print Portfolio What Makes A Great Portfolio?	01	15
Unit II	Use A Variety of Images and Styles Determine "An Area Of Focus A Reasonable Amount Of Images A Logical Order To The Images Before And After Photos	01	15

Unit III	Advance Make up Portfolio, Glossy Make Up, Ramp Make Up, Black & White Make Up, Fantasy Make Up	02	30
Unit IV	Illusion Make Up Cut Marks, Stitch Marks, Accidental Marks, Burn Marks, Old Age, Blood Coming out of mouth. High standard of hygiene and safety, precautions, Cleaning Tools and Equipment. Make up removal procedure and products.	02	30
References: <ul style="list-style-type: none"> • 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 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Make up products and its application		
Course Code	BTA P09		
Class	S.Y. B.Voc.	Semester	III
No. of Credits	06	Contact Hours	60
Aim- To understand make up products and its application in beauty therapy			
Objective- to make students understand the different beauty products used in make up. To make them aware the different brands and composition of cosmetics, methods of application			
Course outcome- Students will understand all the facial make up products, eye make up products, lip make up products , different antiperspirants and the application of all these products			
Unit	Topics	Credit	Lectures
Unit I	Face Primer BB Cream Foundation Concealer (in tube) Concealers in pot, Blush Glow Kit Highlighter Bronzer Setting Spray Setting Powder	02	30
Unit II	Eye Primer Eyeshadow Palette Eyeshadow Single Mascara Liquid Eyeliner Khol Eyeliner Eyebrow Pencil	01	15
Unit III	Lipsticks Lip liners Lip gloss	01	15

	Blushers		
Unit IV	Sun Screen Cream or lotions. Antiperspirant creams or sticks. Application and chemical used in cosmetics	02	30
References: Cosmetic: Science & Technology – By Sagarin. Industrial Pharmacy – By Leon Lachman. Manufacture of perfumes, cosmetics and detergents – By Giriraj Prasad.			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Cell Metabolism and Body system		
Course Code	BTA T10		
Class	S.Y. B.Voc.	Semester	IV
No. of Credits	04	Contact Hours	60
Aim- To understand Cell Metabolism and body System.			
Objective- To make students understand cell structure, tissues, blood and different glands.			
Course Outcome- Students will understand cell metabolism, Structure and function of different glands and hormones, Cell structure different types of tissues			
Unit	Topics	Credit	Lectures
Unit I	Cell Structure. 2. Elementary tissues of body i) Epithelial Tissues ii) Connective Tissues iii) Nervous Tissues iv) Muscular Tissues	01	15
Unit II	il knowledge of structure and function of i) Skin and its appendages b) Functions in detail c) Sweat gland & Sebaceous gland d) Keratinisation e) Colour & Pigmentation f) Baby Skin, Adult Skin. Eye iii) Hair iv) Nails v) Tooth	01	15
Unit III	Endocrine glands and Hormones.	01	15
Unit IV	Blood – i) Composition & Function ii) Blood groups iii) Coagulation of blood iv) Disorders of blood	01	15
References: <ul style="list-style-type: none"> • Best and Taylor – The Living Body. • Kimber and Gray – Human Physiology and Anatomy • Fransis – Introduction to Human Anatomy. 4. Winwood 5. Ross & Wilson 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Sterilization and Sanitization		
Course Code	BTA T11		
Class	S.Y. B.Voc.	Semester	IV
No. of Credits	04	Contact Hours	60
Aim- To Understand Importance of Sterilization and sanitization in beauty therapy			
Objectives-To impart the practical skills on sanitation and sterilization, hair removal, manicure, pedicure, facial, CTM, and make-up.			
Course out come- students will understand Sterilisation and disinfection methods, method of killing microorganisms with the help of steam. Common terms used in relation to disinfection, Safe disposal of waste			
Unit	Topics	Credit	Lectures
Unit I	Sterilization and disinfection methods Cleaning, sterilization and disinfection of tools and equipment , Ways to prevent contamination and infection., clean towels, spray bottles, spatula, etc., to avoid contamination and infection.	01	15
Unit II	Sterilization-method of killing microorganisms with the help of steam. use an autoclave (a closed container used for processes that involve high temperatures and pressure). tools made up of metals, like scissors and tweezers, and few heat-resistant glassware autoclaving.	01	15
Unit III	Common terms used in relation to disinfection (b) Methods of sterilization and sanitation, General suggestions for sanitation.	01	15
Unit IV	Safe disposal of waste, preventing contamination and infections. Waste left after a service and health hazards, Sweeping of the floor and disposal of waste hair, bottles, cotton balls etc.	01	15
References:			
<ul style="list-style-type: none"> Beauty Therapy Compiled by Maya Paranjape 			

- Lorraine Nordman, Beauty Therapy-The Foundation Level II.
- Standard textbook on Cosmetology, My Lady Publication

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Professional Image and life Skills		
Course Code	BTA T12		
Class	S.Y. B.Voc.	Semester	IV
No. of Credits	04	Contact Hours	60
Aim- prepare the learner holistically for life and their future. • promote and foster the highest moral and ethical values • develop and enhance respect and tolerance towards other people in all spheres of life			
Objectives- to provide fundamental knowledge to the students to build the professional image by learning various life skills			
Course outcome- make informed decisions about personal health • respond effectively to challenges in his or her world • demonstrate an understanding and appreciation of the rights and values of the community and society • demonstrate respect and tolerance towards different religious ceremonies, traditions and influences on religions • demonstrate an understanding of, and participate in activities that promote recreation and physical development.			
Unit	Topics	Credit	Lectures
Unit I	Salon professional: Roles and duties, Work ethics. Importance of maintaining a healthy life style-exercise, image, rest. Salon Design: Features of good salon design, furnishing and equipments for a hair salon, layout and décor for a hair salon	01	15
Unit II	Reception skills: 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. U	01	15
Unit III	Ergonomic principles: 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.	01	15

Unit IV		01	15
References: <ul style="list-style-type: none"> General Psychology by S. Dandapani, Neelkamal Publication (2016) General Psychology by R. K. Gupta Aswathappa K. (2002) Human Resource and Personnel Management, Tata McGraw - Hill, New Delhi. Bhattacharyya Kumar Deepak (2006) Human Resource Managing, Excel Books, New Delhi. Cascio F. W. (2003) Managing Human Resources, Productivity, Quality of Life, Profits, Tata Mc - Graw - Hill, New York. 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Tools of Hair Treatment and Hair Dressing and cutting		
Course Code	BTA P10		
Class	S.Y. B.Voc.	Semester	IV
No. of Credits	06	Contact Hours	60
Aim- To provide training of hair cutting and hair dressing			
Objectives-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			
Course outcome-Learn and apply the Hair Care Basic Hair Structure Shampooing and Rinsing • Have the knowledge of Scalp Treatments for dandruff, falling hair, hair breakage, extra strength, growth stimulation and head Massage. • Learn the use of various hair styles and shaping short hair styling.			
Unit	Topics	Credit	Lectures
Unit I	Hair Care Basic Hair Structure Shampooing and Rinsing	01	15
Unit II	Scalp Treatments for dandruff, falling hair, hair breakage, extra strength, growth stimulation. Head Massage.	01	15
Unit III	Hair Styling and Shaping 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	02	30
Unit IV	Terms used in hair shaping. All angle cutting Razor shaping, Layers, Boy-Cut, Club-Cut, all types of hair cut	02	30
References: <ul style="list-style-type: none"> 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 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Chemical Application and Hair treatment		
Course Code	BTA P11		
Class	F.Y. B.Voc.	Semester	IV
No. of Credits	06	Contact Hours	60
Aim- To train the students for chemical application to hair and different types of hair treatments.			
Objectives: • To understand the basic elements of hair designing. • Provide color service in accordance with a client's need or expectations. • To effectively perform hair straightening & hair waving			
Course outcome-Have the knowledge of Chemical Hair Relaxing: Action of Chemical Products Analysis of Patron's Hair Strand Test Chemical Hair Relaxing Process Ammonium Thioglycollate (thio) Relaxer • Learn the technique Hair Coloring, Classifications of Hair Coloring Aniline Derivative Tints Patch Test Preparation for hair Tinting Permanent hair coloring, Semi Permanent Tints, Temporary colour Rinses. • Have the knowledge and application for Hair Lightening, Effects of hair Lighteners Problems in hair Lightening.			
Unit	Topics	Credit	Lectures
Unit I	Permanent Waving: Principle Actions in cold waving Basic Requirements. Scalp and Hair Analysis Curling Rods Chemical Solutions Sectioning and Blocking Patterns for sectioning and blocking Winding or wrapping the hair. Proper use of end papers. Pre-permanent wave shampoo. Test Curls. Applications of Waving Lotion. Neutralization of the Hair.	01	15
Unit II	Chemical Hair Relaxing: Action of Chemical Products Analysis of Patron's Hair Strand Test Chemical Hair Relaxing Process Ammonium Thioglycollate (thio) Relaxer	01	15
Unit III	Hair Coloring: Classifications of Hair Coloring Aniline Derivative Tints Patch Test Preparation for hair Tinting Permanent hair coloring, Semi Permanent Tints, Temporary colour Rinses.	02	30

Unit IV	Hair Lightening: Effects of hair Lighteners Problems in hair Lightening Types of lightening Hydrogen Peroxide and its uses Lightening Virgin hair.	02	30
References: The Multicultural Client: Cuts, Styles, and Chemical Services. I-56253-178-6 Arlene Mathew, The complete Beauty Book, Varun Publication, Bangalore. Habib Jawed, Professional Hair Styling, UBSPD, New Delhi Standard Textbook of Cosmetology; My Lady Publication. NVQ Level II and III; U.K. Syllabus			
B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Hair restoration and Mesotherapy		
Course Code	BTA P 12		
Class	F.Y. B.Voc.	Semester	IV
No. of Credits	06	Contact Hours	60
Aim- To give knowledge of hair restoration and different hair restoration techniques.			
Objective- To provide principles of modern hair transplant			
To give knowledge of patient evaluation, diagnosis and medical approach for hair restoration.			
Course outcome- students will learn Mesotherapy and hair transplant methods.			
Unit	Topics	Credit	Lectures
Unit I	Introduction to Trichology and the Trichological Sciences Anatomy & Physiology of the Human Hair and Scalp: Structure and Function Salon Treatments for Hair Loss & Scalp Problems Trichology Consultation: • Recognizing different hair loss and scalp conditions.	01	15
Unit II	Hair Loss conditions and their causes: 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)FUE (Follicular Unit Extraction) and BHT (Body Hair Transplant):	01	15
Unit III	Hair fiber disorders: Traction Alopecia (hair breakage) , Genetic and congenital hair fibre problems Scalp disorders: , Folliculate scalp breakouts , Seborrhea Dermatitis (scalp flaking) Other hair & scalp conditions: Trichotillomania (hair pulling) , Hirsutism (too much body hair) Hand-on-training with the FUE-punch including manual and motorized extraction of follicular units Graft care / Preparation of grafts	02	30
Unit IV	Mesotherapy- History of Mesotherapy Mesotherapy depth & technique for pain (lecture & demonstration)	02	30
References:			

- George Thomas Jackson, "A Practical Treatise on the Diseases of the Hair and Scalp" Cambridge Scholars Publishers.
- Rodney Dawber R P R Dawber, "Diseases of the Hair and Scalp (English) 3rd Edition", Blackwell Science Inc.
- Stephen Williams, "Hair Loss: Erase The Embarrassment With Helpful Tips To Keep Your Hair Healthy From Scalp To Tip", Stephen Williams Publishers.
- Diane B. Eisman and Eugene H. Eisman, Pocket Books UK, 2000, The Bald Truth: The First Complete Guide to Preventing And Treating Hair Loss..

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	History of Skin Care		
Course Code	BTA T 13		
Class	T.Y. B.Voc.	Semester	V
No. of Credits	04	Contact Hours	60
Aim- To understand the history of skin Care			
Objective- To understand the history of skin, to provide facial skin conditions, to provide skin care treatments.			
Course outcome-To handle different sterilization machines and tools, and explain their importance. o To provide facial skin care treatment to enhance facial skin condition. o To Design, record and maintain treatment plans and records for each client. o To Recognize contraindications, skin diseases and disorders relevant to facials and products.			
Unit	Topics	Credit	Lectures
Unit I	Skin Care o Introduction of Skin o Structure, glands and functions of skin o Sterilization and Sanitizations	01	15
Unit II	pH of Skin o pH of skin o Importance of pH o Understanding and Maintaining of pH	01	15
Unit III	Cleansing – Types of Skin cleansing, Techniques of cleansing, Selection of Cleanser, Treating different skin types with cleansing, importance and types of Natural cleanser. Exfoliating. Facial – According to the types of skin, Removal of black and white head, Techniques of Facial, Types of facials importance and Benefits of pack and mask, types of pack. Knowledge of machines for facial.	01	15

Unit IV	Bleaching – Introduction, Types of bleaches, procedure and application on face, neck, hands and other parts, precautions its advantages and disadvantages. Homemade bleach and types. Massage – Definition, Types of Techniques, step by step procedure, Cosmetic knowledge, benefits of massage and its precautions. Facial massage.	01	15
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References:

1. Blossom Kochar, Hair, Skin and Beauty care, The complete Body Book, VBS publisher New Delhi, 2002.
2. Dr. Renugupta, Complete Beautician Course, Diamond Pocket books, Pvt. Ltd. New Delhi, 2001.
3. Madhumita Pauwal, Practical Guide to Beautician Training, Asian Publishers, New Delhi, 2002.

B.Voc. in Beauty therapy and Aesthetics(BTA)

Course Name	Nutrition and Health of Skin		
Course Code	BTA T 14		
Class	F.Y. B.Voc.	Semester	V
No. of Credits	04	Contact Hours	60

Aim- To Understand the importance of nutrition and health of skin in beauty therapy

Objective- To make students understand the role of nutrition, Importance of nutrition in beauty and wellness, how to maintain good skin

Course outcome Function of food, Types of diet and exercises Effect of food on various systems of the human body. ii) Types of food having good effect on the important organs of the body.

Unit	Topics	Credit	Lectures
Unit I	Types of Nutrition o Role of Nutrition o Health and Nutrition facts Major functions of carbohydrates, protein, fat, vitamin – A, B, C, B-Complex (B. Group) and sources related to skin, eye and hair. (ii) Role of water in maintaining healthy skin. (iii) Concept of Balance Diet and five food groups.	01	15
Unit II	Importance of nutrition in health and beauty : Definition of food Function of food Types of diet and exercises suggested in relation to age, climatic conditions and body requirement.	01	15
Unit III	Study of proteins, carbohydrates, fats, minerals, salt, vitamins and water. ii) Beauty diet, food containing vitamins and its method of preparation to prevent its destruction	01	15
Unit IV	Effect of food on various systems of the human body. ii) Types of food having good effect on the important organs of the body.	01	15

	Effect of malnutrition on skin and appendages i.e. Skin, Hair and Nail.		
References: <ul style="list-style-type: none"> • Good Calories, Bad Calories: Fats, Carbs, and the Controversial Science of Diet and Health by Gary Taubes • Milady's Standard Cosmetology by Milady o • Understanding Nutrition by Eleanor Noss Whitney (Author), Sharon Rady Rolfes (Author) 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Skin Disorders		
Course Code	BTA T 15		
Class	F.Y. B.Voc.	Semester	V
No. of Credits	04	Contact Hours	60
Aim- To Understand the different types of skin disorders			
Objective- To provide knowledge of classification and identification of common skin problems, to identify allergies and dermatology testing.			
Course outcome -To identify different cosmetics and various equipment for providing a service. o To recognize contraindications, skin diseases and disorders relevant to facials			
Unit	Topics	Credit	Lectures
Unit I	Skin Problems -Classification & identification of common skin problems – Acne, Blackheads, Whiteheads, Disorders of sweat glands, Disorders of oil glands, Dryness, Dullness. Skin treatment-Pimple, under eye Dark circles, Pigmentation, Mature skin, suntan, open pores, preparation and importance of each treatment.	01	15
Unit II	Allergy and antigen – antibody reaction, types of Hypersensitivity reaction and disorders due to hyper sensitivity reactions.	01	15
Unit III	Dermatitis – various types and their clinical feature. i. Acute Toxic contact dermatitis. ii. Allergic contact dermatitis. iii. Irritant contact dermatitis. iv. Phototoxic contact dermatitis.	01	15

Unit IV	Dermatological testing as per BIS specification with emphasis on patch testing, repeated insult patch testing cumulative irritation test photoallergic test phototoxicity test.	01	15
References: Human Physiology – by C.C. Chatterjee. Roxburis Common Skin Diseases. Clinical Dermatology – An individual approach by John T. Ingrans.			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Electrology and its uses		
Course Code	BTA P 13		
Class	F.Y. B.Voc.	Semester	V
No. of Credits	06	Contact Hours	60
Aim- Understand Electrology and its use in skin treatment			
Objective- To use different electrical equipments for different types of skins To understand the benefits of different electrical machines used for skin treatment To understand the safe usage of machines.			
Course outcome- To prepare for facial treatments using electrotherapy. o To provide facial treatments using electrotherapy . o To use the equipment safely and confidently.			
Unit	Topics	Credit	Lectures
Unit I	. High Frequency o What is high frequency machine o How does this machine work o Direct and indirect current o The difference between orange and violet electrodes o Benefits of high frequency machine facial o Products used for high frequency therapy o Contraindications	01	15
Unit II	Galvanic o To perform application of desincrustation/ iontophoresis gel/solution. o to know galvanic electrode preparation o to know maintenance of galvanic electrodes o Products used for treatment o Risks and Precautions	01	15

Unit III	Ultrasonic o What is ultrasonic facial o How does it work o Benefits of Ultrasonic o Products used for ultrasonic therapy o Contraindications	01	15
Unit IV	Electrical epilation of hair by needle to include all suitable face and body areas:Client consultation and analysisCare and maintenance of equipmentAfter care and advice for clientsManagement of hair growth between treatmentsElectrolysis, Thermolysis and the blendContraindications to treatmentSkin Care	02	30
References: <ul style="list-style-type: none"> • Modern electrolysis-Fino Gior • 30 case history in beauty and electrolysis, Rigazzi,Tarling Iris • Electrolysis Thermolysis and blends- Arthur Ralph Hinkel 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Neurology , Pigmentation and Acne Treatment		
Course Code	BTA P 14		
Class	F.Y. B.Voc.	Semester	V
No. of Credits	06	Contact Hours	60
Aim- To Understand Neurology and Acne Treatment for the skin			
Objective-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.			
Course outcome – Students will understand Dermato-Medical approach to Acne, Acne Scar Tissue Repair. Hydration, Nourishing, Sebum Extraction acne & fair skin, Peeling for skin rejuvenation. Equipment, commercially and effectively used for facial treatments.			
Unit	Topics	Credit	Lectures
Unit I	Chemical Peels: Introduction to Peels, Superficial, Medium, Deep, Augmented Peels, Characteristics, AHA superficial peeling, Peeling for melasma, wrinkles, acne & fair skin, Peeling for skin rejuvenation. Equipment, commercially and effectively used for facial treatments.	01	15
Unit II	Dermato-Medical approach to Acne & Pimple treatment, Beta Hydroxy Acid procedure for Acne treatment.	01	15

	Wrinkle Correction b. Skin Rejuvenation c. Photo Ageing d. Periorbital Pigmentation		
Unit III	Skin Polishing b. Acne Scar Tissue Repair.	02	30
Unit IV	Natural Induction of Collagen b. Micro–Current Therapy 12. SKIN ENHANCING – Hydration, Nourishing, Sebum Extraction	02	30
<ul style="list-style-type: none"> • References: • Unfolding revolution of chemical peels by Sita Paudal • • Manual of Chemical Peels; Superficial & medium depth, Mark G. Rubin. Lippincott William & Wilkins: ISBN-13:978- 0397515066 • Textbook of Chemical Peels (1st Edition): Philippe Depicz, E-book ISBN: 9780203347416 • Step by Step chemical Peels: Khungar Niti: J.P. Digital: ISBN: 9783184485 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Photo Therapy and Ageing Skin		
Course Code	BTA P 15		
Class	F.Y. B.Voc.	Semester	V
No. of Credits	06	Contact Hours	60
Aim -Have the knowledge of Electrical Treatments: Neuromuscular electrical stimulation (faradic current), Infrared, High Frequency, Vacuum suction, Mechanical brush cleaner, Galvanic facial (iontophoresis and deincrustation), Ultra Violet, Steam (with and without ozone), Mechanical Massagers			
Objective -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.			
Course outcome -Have the knowledge of Electrical Treatments: Neuromuscular electrical stimulation (faradic current), Infrared, High Frequency, Vacuum suction, Mechanical brush cleaner, Galvanic facial (iontophoresis and deincrustation), Ultra Violet, Steam (with and without ozone), Mechanical Massagers. • Learn the tools and techniques Care & storage of electrical equipments: sterilization of equipment, develop the concept of high standard hygiene & safety selection of appliance, equipment to suit the client's need.			
Unit	Topics	Credit	Lectures

Unit I	Electrical Treatments: Neuromuscular electrical stimulation (faradic current), Infrared, High Frequency, Vacuum suction,	01	15
Unit II	, Mechanical brush cleaner, Galvanic facial (iontophoresis and deincrustation), Ultra Violet, Steam (with and without ozone), Mechanical Massagers.	01	15
Unit III	Care & storage of electrical equipments: sterilization of equipment, high standard of hygiene & safety selection of appliance, equipment to suit the client's need	02	30
Unit IV	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.	02	30
References: <ul style="list-style-type: none"> • Unfolding revolution of chemical peels by Sita Paudal • • Manual of Chemical Peels; Superficial & medium depth, Mark G. Rubin. Lippincott William & Wilkins: ISBN-13:978- 0397515066 • • Textbook of Chemical Peels (1st Edition): Philippe Depicz, E-book ISBN: 9780203347416 • Step by Step chemical Peels: Khungar Niti: J.P. Digital: ISBN: 9783184485301 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Skin Analysis		
Course Code	BTA T 16		
Class	F.Y. B.Voc.	Semester	VI
No. of Credits	04	Contact Hours	60
Aim- To identify different types of skin			
Objective- To make students identify the skin types and use of different therapies for different skin types, use cleansing steaming, extraction and exfoliation of skin.			
Course outcome- Students will prepare a treatment plan for face, body, feet and hand treatments and make-up. o To identify and understand the key ingredients in products for face, hands and feet. o To identify the type of skin and decide the treatment for that skin.			
Unit	Topics	Credit	Lectures
Unit I	Therapy for Dry skin o Consult the client o Arrange the trolley o Prepare the client o Cleansing of skin o Exfoliation of skin (use of Frimactor) o Steaming (use of Steamer) o Extraction of skin o Use of machine according to skin (Ultrasonic) o Application of Packs o After care	01	15
Unit II	Therapy for Normal Skin o Consult the client o Arrange the trolley o Prepare the client o Cleansing of skin o Exfoliation of skin (use of Frimactor) o Steaming (use of Steamer) o Extraction of skin o	01	15

	Massage o Use of machine according to therapy (galvanic) o Application of Packs		
Unit III	Therapy for Oily Skin o Consult the client o Arrange the trolley o Prepare the client o Cleansing of skin o Exfoliation of skin (use of frimator) o Steaming (use of Steamer) o Extraction of skin o Massage o Use of machine according to therapy (High Frequency) o Application of Packs	01	15
Unit IV	Therapy for Disorder Skin o Consult the client o Arrange the trolley o Prepare the client o Cleansing of skin o Exfoliation of skin o Steaming (use of Steamer) o Extraction of skin o Massage o Use of machine according to therapy o Application of Packs o After care	01	15
References: <ul style="list-style-type: none"> 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 _ 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Cosmetology Concepts and Fundamentals		
Course Code	BTA T 17		
Class	F.Y. B.Voc.	Semester	VI
No. of Credits	04	Contact Hours	60
Aim To Make students familiar with the physical and chemical properties and reactions of commonly used raw materials in cosmetics.			
Objective- Students will be familiar with chemistry (especially the reactivity and stability of an organic molecules based on structure and isomerism) of commonly used chemicals.			
Course outcome- Students will know common natural raw materials, especially the basic functional group involved, their physical and chemical properties and their applications.			
Unit	Topics	Credit	Lectures
Unit I	Introduction of Cosmetics : Purposes of Cosmetics meaning of Cosmetics and cosmeceuticals. Classification of Cosmetics Quality characteristics and Quality Assurance Development Process of Cosmetics. Scientific background technology and its future	01	15

Unit II	Excipients & its applications in cosmetics. a. Oily Materials : Introduction, Oils and Fats, Wax, Hydrocarbons, Higher Fatty Acids, Higher Alcohols, Esters, Silicones.	01	15
Unit III	Surface Active Agents : Introduction Anionic Surfactant, Cationic, Surfactants, Amphoteric Surfactant, Non-ionic, Surfactant. Other Surfactants. Humectants : Introduction, Choice of Humectants Unusual Humectants, Special Uses of Humectants.	01	15
Unit IV	Safety of Cosmetics : Basic Concept of Cosmetic Safety, Safety test items & Evaluation method : Skin irritation, sensitization, Testing on Human (Patch test, Usage test)	01	15
References: <ol style="list-style-type: none"> 1. Cosmetic Science and Technology Vol. I, II, III by Sagarin 2. Harry'sCosmeticology 3. Industrial Pharmacy by Leon Lachman 4. Perfume:History&chemistre By D.D.Wasule 5. New Cosmetic Science 6. Indian Herbs by Chopra 7. Wealth of India, published by CSIR 			

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	OSHA (Occupational Safety and Health)		
Course Code	BTA T 18		
Class	F.Y. B.Voc.	Semester	VI
No. of Credits	04	Contact Hours	60
Aim- To understand the international laws of salon business			
Objective- To make students understand OSAHA standerds and national laws impacting the salon business			
Course outcome- Students will understand the OSHA standerds, corporate social responsibilities and National Policy on Safety, Health and Environment at Workplace			
Unit	Topics	Credit	Lectures
Unit I	Business Environment - Introduction, Concept of Business, Levels of the Business Environment, Understanding the Environment, Economic Environment of Business, The Global Economic Environment, Economic Policies, Business and Economic Policies, Socio Cultural Environment, Business and Society,	01	15

	Business and Culture , Indian Business Culture, Culture and Organizational Behavior. Introduction to Political Environment, Political Environment and the Economic system, Types of Political Systems, Indian Constitution and Business, Changing Profile of Indian Economy , Business Risks Posed by the Indian Political System, Economic Systems, Financial Environment: Introduction, An Overview of the Financial System, Components of Financial System, Financial Institutions and their Roles, Financial Institutions in India, Role of Foreign Direct Investment		
Unit II	Introduction to Legal Environment, Laws Impacting Industry in India, Intellectual Property Rights, Major Regulations Pertaining to Business, Regulatory Role of Government, Promotional Role of Government, Participatory Role of Government, Conciliatory and Judicial Role of Government , Impact of India's Industrial Policy on Economic Reforms, New Economic Policy, Globalization. India, WTO and Trading Blocs, Levels of Economic Integration/Trading Blocs, Effects of Economic Integration, Major Regional Trading Blocs, Commodity Agreement, World Trade Organization, WTO and India, Corporate Social Responsibility: Introduction, Meaning and Definition, Need for social responsibility of business, Social responsibility of business towards different groups, Barriers to social responsibility, Social responsibility of business in India, Public, Private, Joint and Cooperative Sectors	01	15
Unit III	Receive information and training about hazards, methods to prevent harm, and the OSHA standards that apply to their workplace. The training must be in a language you can understand;Observe testing that is done to find hazards in the workplace and get test results;Review records of work-related injuries and illnesses Get copies of their medical records Request OSHA to inspect their workplace; andUse their rights under the law free from retaliation and discrimination.	01	15
Unit IV	National Policy on Safety, Health and Environment at Workplace (NPSHEW)	01	15
References: <ul style="list-style-type: none"> • Business Environment; By T. R. Jain, Mukesh Trehan, Ranju Trehan, VK Global Publications. • Drugs & Cosmetic Acts & Rules. Govt. of India Publication. 5. T.B. of Forensic pharmacy by M. Mittal 6. IP, BP, NF, USP.. 			

B.Voc. in Beauty therapy and Aesthetics(BTA)

Course Name	Salon operations		
Course Code	BTA P 16		
Class	F.Y. B.Voc.	Semester	VI
No. of Credits	06	Contact Hours	60
Aim- To make the student understand the basic operation of salons including Accounting			
Objective- The course will surely help the students to gain a comprehensive knowledge on the various areas of finance such as basic concepts, role of accounts, preparation of charts and an overview of the subject at the both domestic and international levels.			
Course outcome- Students will understand accounting process, Prepare a chart of accounts, Salesmanship and Qualities of Salesman; Product knowledge; Customer knowledge			
Unit	Topics	Credit	Lectures

Unit I	Tally, Define the accounting process, Describe the role of accountants, Explain accounting concepts and principles, Discuss the concept of the accounting equation, Use the accounting equation to analyze basic transactions in terms of increases and decreases, Reporting financial information on a balance sheet, Determine how transactions change owner's equity in an accounting equation, Reporting a changed accounting equation on a balance sheet, Analyze transactions using T – accounts and using debits and credits, Use debits and credits to record increase and decreases in accounts, Record journal entries in a 5 – column journal, Define accounting terms related to journalizing transactions, Prove and rule a five – column journal and prove cash U	02	30
Unit II	Prepare a chart of accounts and opening accounts, Post separate amounts from a journal to a general ledger, Post column totals from a journal to a general ledger, Make correcting entries, Reconcile a bank statement and record bank service charges, dishonored checks, and petty cash transactions, Describe and prepare the work sheet, Plan and adjust entries on a work sheet, Extend financial statement information on a work sheet, Find and correct errors on a work sheet, Describe the content and purpose of the three basic financial statements and how they are related.	01	15
Unit III	Prepare payroll records, Preparing payroll time cards, Calculating employee total earnings, Determining payroll tax withholding, Preparing payroll checks, Record, and journalize the payroll for a merchandising business, Record employer payroll taxes, Reporting, and paying withholding and payroll taxes, Prepare a worksheet for a merchandising business, Analyzing and adjusting the Merchandise Inventory account, Analyzing and adjusting the Supplies account, Analyzing and adjusting the Prepaid Insurance account, Prepare a multiple – step income statement for a merchandising business, Analyzing component percentages of income statements showing net income and net loss, Prepare a distribution of net income and owner's equity statements, Prepare a classified balance sheet	02	30
Unit IV	Salesmanship and Qualities of Salesman; Product knowledge; Customer knowledge: Buying Motives and Selling Points. Scientific Selling; Approach and Presentation: Methods of Approaching a Customer; Presentation Process and Styles; Presentation planning. Objection Handling: Types of objections; Handling customer objections. Closing Sales and Follow up: Methods of closing sale; Executing sales order; Follow-up; Sales Promotion Schemes: Sampling; Coupon; Price Off; Premium Plan; Consumer Contests and Sweeps Takes; POP Displays; Demonstration; Trade Fairs and Exhibitions; Sales Promotion Techniques and Sales Force	01	15
References:			

- Basic Accounting: The step-by-step course in elementary accountancy, By Nishat Azmat, Andy Lymer, Hachette UK. •
- Basic Accounting, By Rajni Sofat, PHI Learning Pvt. Ltd. •
- BASIC ACCOUNTING, By SOFAT, RAJNI , HIRO, PREETI, PHI Learning Pvt. Ltd. Accounting for Beginners, By Kokab Rahman, Createspace Independent Pub, 2013

B.Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Cosmetology designs and Career Development		
Course Code	BTA P 17		
Class	F.Y. B.Voc.	Semester	VI
No. of Credits	06	Contact Hours	60
Aim- To understand the scope of cosmetics profession			
Objective- At the end of this course, students will be familiar with the basic concepts of cosmetics. They will know the theoretical aspect of basic formulations and for commonly used additives in cosmetic formulations.			
Course outcome- Students will understand Division of cosmetic profession academic , research, manufacturing, marketing, Characteristic required by Cosmetic Containers, Types of Material Forming and processing methods, Preparation and stability of biphasic liquid formulations			
Unit	Topics	Credit	Lectures

Unit I	Scope of cosmetics profession :- Division of cosmetic profession academic , research, manufacturing, marketing cultivation of herbs used in cosmetic	01	15
Unit II	Cosmetics Containers : Introduction, Characteristic required by Cosmetic Containers- Quality Maintenance functional Design, Optimum PackagingTypes of Cosmetic Containers :- Narrow Mouth bottles, Wide Mouth Bottles (Containers), Tubes, tubular Containers, Powders Containers, Compact containers, Stick containers, pencil containers Applicator containers	02	30
Unit III	Material of construction for containers : Types of Material Forming and processing methods. Container design procedure. Material test methods & Specifications. Trends in Container materials	01	15
Unit IV	Biphasic Liquid formulations : Emulsion & Suspension. Emulsion – types, Identification test of Emulsion preparation & stability, suspension- Flocculated and deflocculated suspensions, selection of wetting suspending and dispersing agents. Preparation and stability of biphasic liquid formulations	02	30
References: <ul style="list-style-type: none"> • Element of Physical Chemistry – Glasstone. • Physical Chemistry – A.J. Mec. • Quantitative Inorganic analysis – Vogel • The chemistry and manufacture of cosmetics. Vol. I & II 			

B..Voc. in Beauty therapy and Aesthetics(BTA)			
Course Name	Use of Cosmetic procedures , Laser Botox, Electro Cautery and Skin Tag removal		
Course Code	BTA P 18		
Class	F.Y. B.Voc.	Semester	VI
No. of Credits	06	Contact Hours	60
Aim- Introduction to Lasers History, Laser Physics & Vocabulary Type of Laser Laser & Skin Interaction, Laser Chromospheres, Choosing Appropriate Settings, Available aesthetic laser technologies in the world. • Have the knowledge for Advance laser and their indications Intense pulsed light Pre-and post treatment			

Objective- To acquaint the students with latest cosmetic laser techniques. • To acquaint the students with safety procedures while using lasers. • To acquaint the students indications & contradictions applicable to use of laser. • To acquaint the students with bioethics. • To acquaint the students with medico-legal aspects.

Course outcome- Learn the do's and don'ts for Skin rejuvenation Skin resurfacing Skin tightening Permanent Hair Reduction. • Have the knowledge for Treatments of Acne, scarring. • Learn the Comparison between laser Management and complications of laser and IPL Considerations for laser equipment purchase • Have the adequate market knowledge for your practice and building your customer base Medico-legal aspects of cosmetic dermatology ethics in cosmetic practice What do buy and where to buy.

Unit	Topics	Credit	Lectures
Unit I	Introduction to Lasers History, Laser Physics & Vocabulary Type of Laser Laser & Skin Interaction, Laser Chromospheres, Choosing Appropriate Settings, Available aesthetic laser technologies in the world. Skin Tag removal Process	01	15
Unit II	Laser Safety: contraindications/Eye Protection/ Flammable Liquids and Gases/ Smoke/ Hazard/ Access and Signage Patient psychology and expectation. Botox Treatments	02	30
Unit III	Advance laser and their indications 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 Electro Cautery Treatments	02	30
Unit IV	Important considerations How to market your practice and build your customer base Medico-legal aspects of cosmetic dermatology Ethics in cosmetic practice What do buy and where to buy	01	15

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: Addisun Wesley Publishing Co.