



## Temporary Distance Education: Disclosure and Instructions

### **Course Title:** BARBERING

**COSMETICA COSMETOLOGY & BARBERING UNILATERAL APPRENTICESHIP COMMITTEE will be commencing the Temporary Distance Education.**

The apprentice will receive an email with step by step instructions for access to their student account, in addition a separate email will be sent with instructions for their assigned Zoom class and how they can prepare ahead of time. The apprentice must visit [cosmeticalatina.com](http://cosmeticalatina.com) and click on the button that reads “**APPRENTICES Click Here for Covid-19 Emergency Distance Learning Plan**” for an updated calendar, evaluations and how to obtain additional information such as:

The Health and Safety Training Course Textbook and the Student Exam Booklet, free of charge at: [https://www.barbercosmo.ca.gov/schools/healthsafety\\_course.shtml](https://www.barbercosmo.ca.gov/schools/healthsafety_course.shtml) For more information on the practical and written exams, go to: <https://www.barbercosmo.ca.gov> “Applicants”, at the bottom select, “Examination Information”

NIC Webcasts Under “Practical Examinations”, Select “Candidate Information Bulletin Barber.

To be accounted 5 hours per chapter, We ask that you have the most communication with us by email to get hours accredited, as state agencies request that everything be documented. When receiving any email from Cosmetica please reply “received” to know that everyone is receiving the information. In this email you can ask any questions regarding the study material.

### **Attendance:**

The apprentice will be required to register their attendance by visiting [cosmeticalatina.com](http://cosmeticalatina.com) and clicking on the button that reads “**APPRENTICES Click Here for Covid-19 Emergency Distance Learning Plan**”. This will direct the students to step 1, 2 & 3. Step #2 will require the student to register their attendance using our online system.

### **Verification of Studies:**

To verify your studies, you will be given an exam that will be answered inside your student account (Step #3 in the student online guide) based on the chapter studied. Upon returning to school your instructor will give you a specific review of what you studied, and they will be giving an exam on the subjects studied during the distance learning period.

### **Log-in Instructions:**

The apprentice will sign-in on Step #3 (Enter Online Class) of our online guide, they are required to complete Step #1 pay their administrative fee and Step #2 register attendance before proceeding to Step #3.

### **Materials:**

The apprentice is required to have the following materials in order to complete assignments:

- Related and Supplemental Instruction (RSI)/240 Hour Online Course Calendar .
- *Textbook: (Milady )*
- *Student Workbook: (Milady )*
- *Exam Review: (Milady )*
- *Health and Safety Training Course Textbook, and the Student Exam Booklet, both free of charge at [https://www.barbercosmo.ca.gov/schools/healthsafety\\_course.shtml](https://www.barbercosmo.ca.gov/schools/healthsafety_course.shtml)*
- *NIC: Examination Content and Important Administration Instructions*
- *State Board Kit*

**Assignments:**

The apprentice must review the 240 Hour Online Course Calendar to complete the materials indicated for that day.

Method of assignments include the following:

**Theory:**

- Read Milady *Textbook* with the chapter indicated on their calendar.
- Complete interactive exercises on their *Student Workbook* in order to reinforce learning and increase student comprehension.
- Complete a multiple choice question Exam Review inside the student account where the student will see their test score immediately after completing the exam.

**Practical:** Review the Core Domain Sections on the following

Videos are provided inside the student account.:

- *NIC: Examination Content and Important Administration Instructions*
- *Health and Safety Training Course Textbook*

### **Course Description:**

The course prepares students for the California State Board of Barbering and Cosmetology Licensure Examination and a career. In Barbering. Students will learn techniques based on demonstration and practical application, using safety and public health rules and regulations pertaining to barbering. Related and supplemental instruction will be given in the area of barbering chemistry, anatomy and physiology related to barbering, hair coloring, cutting and styling, manicuring, hair removal as well as theory of massage and salon/shop management. The course in Barbering is designed to be completed within two years or a 3,200 hours of On-The-Job Training(OJT), in conjunction with 240 hours of Related and Supplemental Instruction (RSI).

### **Goals:**

Upon completion of the course, the students will:

- As a productive worker: Follow directions, use tools, gather and interpret as appropriate in servicing the barbering client;
- As an effective communicator: Interact with clients and staff communicating information and expressing ideas in an appropriate manner;
- As a life-long learner: Set goals, gather information, make decisions, establish a plan, learn new information and acquire new skills; and
- Be prepared to pass the state licensure examination and possess entry-level skills for employment as a barber.

### **Assessments:**

The apprentice will be evaluated on the following:

- Completed Assignments
- Written Exams
- Written Evaluation after completion of each chapter.
- Mock Board Examination Covering written & practical exam procedures

### **Credit:**

5 Hour Credit will be given per chapter assignment. Competency demonstrated on logging into the Cosmetica CBUAC server, completed assignments, written exams, and written evaluation with a grade of 75% or better.

**Performance Objectives:**

Upon completion of the course , the apprentice will demonstrate a working knowledge of and proficiency in performing the following areas:

- (Chap. 1): The History of Barbering
- (Chap. 2 ): Life Skills
- (Chap. 3): Professional Image
- (Chap. 4): Infection Control: Principles & Practices
- (Chap. 5): Implements, Tools, And Equipment
- (Chap. 6): General Anatomy & Physiology
- (Chap. 7): Basics Of Chemistry
- (Chap. 8): Basics Of Electricity
- (Chap. 9): The Skin—Structure, Disorders, And Diseases
- (Chap. 10): Properties And Disorders Of Hair And Scalp
- (Chap. 11): Treatment Of The Hair And Scalp
- (Chap. 12): Men’s Facial Massage And Treatments
- (Chap. 13): Shaving And Facial-Hair Design
- (Chap. 14):Principles Of Hair Design
- (Chap. 15): Men’s Hair Replacement
- (Chap. 16): Women’s Haircutting And Styling
- (Chap. 17): Chemical Texture Services
- (Chap. 18): Haircoloring And Lightening
- (Chap. 19): Preparing For Licensure And Employment
- (Chap. 20): Work Behind The Chair
- (Chap. 21): The Business Of Barbering

## **Chapters of Instruction:**

### **Chapter 1:**

**5 Hours**

#### **The History of Barbering**

1. Discuss the evolution of barbering and the origin of the word barber.
2. Describe the practices of barber-surgeons and the meaning behind the barber pole.
3. Identify the organizations responsible for advancing the barbering profession and explain the function of state barber boards.
4. Recognize the resurgence of barbering in the twenty-first century and the wealth of opportunities available to the new barber

### **Chapter 2:**

**5 Hours**

#### **Life Skills**

1. List the life skills to put into action.
2. List the principles that contribute to personal and professional success.
3. Create a mission statement.
4. Explain long-term and short-term goals.
5. Discuss the most effective ways to manage time.
6. Demonstrate good study habits.
7. Define ethics.
8. List the characteristics of a healthy, positive attitude.

### **Chapter 3:**

**5 Hours**

#### **Professional Image**

1. Name four important personal hygiene habits.
2. Explain the concept of dressing for success.
3. Practice ergonomically correct movement, postures, and principles.
4. Demonstrate an understanding of human relations and communication skills.

### **Chapter 4:**

**5 Hours**

#### **Infection Control: Principles & Practices**

1. Discuss federal and state agencies that regulate the practice of barbering.
2. List the types and classifications of bacteria.
3. Define bloodborne pathogens and explain how they are transmitted.
4. Explain the differences between cleaning, disinfecting, and sterilizing.
5. Identify types of disinfectants and antiseptics appropriate for use in barbershops.
6. Discuss Standard Precautions and explain procedures for handling an exposure incident.
7. Discuss safe work practices that help prevent accidents and injuries.
8. List your responsibilities as a professional barber.

### **Chapter 5:**

**5 Hours**

#### **Implements, Tools, And Equipment**

1. List the principal tools of the trade used in barbering.
2. Describe when to use different combs and brushes.
3. Discuss and identify the types of haircutting shears.
4. Identify the parts of haircutting shears.
5. Show how to properly hold shears for haircutting.
6. Show how to palm the shears and comb.
7. Describe two types of clippers.
8. Identify the main parts of a clipper.
9. Show different ways to hold clippers for haircutting.
10. Name two types of straight razors.
11. Identify the different parts of a straight razor.
12. Show how to hold a straight razor for shaving, honing, and stropping.

13. Show how to hold a straight razor for haircutting.
14. Describe the functions of hones and strops.
15. Show how to hone and strop a conventional blade straight razor.
16. Identify the types of equipment and supplies used in barbering.
17. Identify ways to remove hair clippings.
18. Show how to perform two towel-wrapping methods.

---

## **Chapter 6:**

**5 Hours**

### **General Anatomy & Physiology**

1. Define and explain the importance of anatomy, physiology, and histology to the barbering profession.
2. Describe cells, their structure, and their reproduction.
3. Identify and define the types of tissues found in the body.
4. Define organs and body systems.
5. Name the main body systems and explain their basic functions.

---

## **Chapter 7:**

**5 Hours**

### **Basics Of Chemistry**

1. Define organic and inorganic chemistry.
2. Define the properties of matter.
3. Discuss the physical and chemical properties of matter.
4. Explain oxidation-reduction reactions.
5. Describe emulsions, suspensions, and solutions.
6. Define pH and describe the pH scale.
7. Explain how product pH levels affect the hair and skin.
8. Name nine types of shampoos.
9. List four classifications of conditioners.
10. Recognize other cosmetic preparations used in barbering services/

---

## **Chapter 8:**

**5 Hours**

### **Basics Of Electricity**

1. Define electricity.
2. Define common electrical terms and measurements.
3. Describe electrical safety devices.
4. Examine the modalities a barber might be able to utilize depending on state licensing regulations.
5. Explain the electromagnetic spectrum, visible spectrum of light, and invisible light.
6. Identify devices used in light-therapy treatments.

---

## **Chapter 9:**

**5 Hours**

### **The Skin—Structure, Disorders, And Diseases**

1. Describe the structure and divisions of the skin.
2. List the functions of the skin.
3. Identify and describe common primary and secondary skin lesions.
4. Describe common skin inflammations and infections.
5. List and describe disorders of the sebaceous and sudoriferous glands.
6. List and describe types of skin pigmentations.
7. Identify common skin hypertrophies.
8. Identify and describe types of skin cancer.

---

## **Chapter 10:**

**5 Hours**

### **Properties And Disorders Of Hair And Scalp**

1. Identify and distinguish the different structures of the hair root.
2. Identify and distinguish the three layers of the hair shaft.
3. Identify and explain the three types of side bonds of the cortex.
4. Name and describe the three phases of the hair growth cycle.

5. Identify and define seven types of hair loss.
6. Identify and describe two FDA-approved treatments for hair loss.
7. Identify and define common hair disorders.
8. Define common scalp disorders and identify those requiring medical attention.
9. Identify the factors to be observed and considered during a hair and scalp analysis.

## **Chapter 11:**

**5 Hours**

### **Treatment Of The Hair And Scalp**

1. Discuss the benefits of a shampoo service.
2. Select products for different hair types and textures.
3. Describe proper draping procedures for various services.
4. Identify basic considerations for performing a shampoo service.
5. Describe two shampooing methods.
6. Discuss reasons why a client might find fault with a shampoo service.
7. Describe scalp massage manipulations and techniques.
8. Explain services that may be included in a hair or scalp treatment.

## **Chapter 12:**

**5 Hours**

### **Men's Facial Massage And Treatments**

1. List the modalities that affect muscle action.
2. Know the muscles of the scalp, face, and neck.
3. List the modalities that affect nerve responses.
4. Know the main cranial nerve branches of the scalp, face, and neck.
5. Identify arteries and veins affected by facial massage.
6. Describe the physiological effects of massage.
7. Name and describe massage manipulations.
8. Explain the use of facial and electrotherapy equipment.
9. Identify skin types, facial treatments, and products.

## **Chapter 13:**

**5 Hours**

### **Shaving And Facial-Hair Design**

1. List basic guidelines for shaving a client.
2. Identify the 14 shaving areas of the face.
3. Explain what you need to know about razor positions and strokes to perform a shave safely and effectively.
4. Describe the differences between various facial-hair designs.
5. Discuss Infection Control and safety precautions associated with shaving.
6. Demonstrate how to handle a straight razor safely.
7. Demonstrate the freehand, backhand, reverse freehand, and reverse-backhand positions and strokes.
8. Demonstrate a shave service.
9. Demonstrate a neck shave.
10. Demonstrate a mustache trim.
11. Demonstrate cutting in beard designs.

## **Chapter 14:**

**5 Hours**

### **Principles Of Hair Design**

1. Explain the importance of the client consultation and consider questions that help you envision the client's desired outcome.
2. Describe anatomical features that influence haircutting and styling.
3. Identify the sections of the head as applied to haircutting.
4. Identify tapering and blending areas.
5. Define design elements used in haircutting and styling.
6. Define basic terms used in haircutting and styling.
7. Explain basic cutting techniques using shears, clippers, and razors.
8. Describe basic haircut styles.



9. Describe haircut finish work
10. Describe basic styling techniques.
11. Discuss haircutting and styling safety precautions.
12. Demonstrate basic haircuts and styling techniques.

---

## **Chapter 15:**

**5 Hours**

### **Men's Hair Replacement**

1. Discuss the reasons why men may purchase a hair replacement system.
2. Understand the factors that influence hair replacement services.
3. Discuss selling hair replacement systems.
4. Discuss alternative hair replacement methods.
5. Identify the types of hair used in hair replacement systems.
6. Define stock and custom replacement systems.
7. Recognize supplies needed to service hair replacement systems.
8. Describe how to clean and service a hair replacement system.
9. Describe how to fit and cut in a hair replacement system.

---

## **Chapter 16:**

**5 Hours**

### **Women's Haircutting And Styling**

1. Identify the differences between men's and women's haircutting.
2. Describe four basic women's haircuts.
3. Explain wave formation in curly hair textures.
4. Discuss other haircutting techniques.
5. Explain different hairstyling techniques.
6. Demonstrate a blunt cut.
7. Demonstrate a graduated cut.
8. Demonstrate a uniform-layered cut.
9. Demonstrate a long-layered cut.

---

## **Chapter 17:**

**5 Hours**

### **Chemical Texture Services**

1. Describe how permanent waves, relaxers, and curl reformation services change the appearance of the hair.
2. List topics to discuss during a client consultation.
3. Identify six characteristics of the hair and scalp that are analyzed before performing chemical texturizing services.
4. Describe how the ingredients in permanent waves, relaxers, and curl reformation services are chemically similar and chemically different from each other.
5. Explain the physical and chemical actions of permanent waving, chemical relaxing, and curl reformation processes.
6. Identify types of perm rods and end wrapping techniques.
7. Define on-base, half off-base, and off-base rod placement.
8. Identify two types of chemical relaxers.
9. Explain the difference between base and no-base relaxers.
10. List three strand tests to be performed before a chemical relaxing process.
11. Explain the three steps of a curl reformation process.
12. Describe the intended outcomes of texturizer and chemical blow-out services.

---

## **Chapter 18:**

**5 Hours**

### **Haircoloring And Lightening**

1. Identify six hair characteristics that are analyzed before performing hair color services.
2. Explain color theory principles as they apply to hair color services.
3. Identify hair color products and explain their actions on hair.
4. Explain the action of lighteners on hair.
5. Explain procedure and application terms.
6. Explain how hair color products are selected and applied to hair.
7. List hair color and lightening safety precautions.





---

**Chapter 19:****5 Hours****Preparing For Licensure And Employment**

1. Describe the process of taking and passing your state licensing examination.
2. Develop a cover letter, resume, and employment portfolio.
3. Know how to explore the job market, research potential employers, and operate within the legal aspects of employment.

---

**Chapter 20:****5 Hours****Work Behind The Chair**

1. Describe what is expected of a new employee and what this means in terms of your everyday behavior.
2. List the habits of a good barbershop team player.
3. Describe three different ways in which barbers are compensated.
4. Determine the best way to record your tips and make additional income.
5. Explain the principles of selling products and services in the barbershop.
6. List the most effective ways to build a client base.

---

**Chapter 21:****5 Hours****The Business Of Barbering**

1. Identify two options for going into business for yourself.
  2. List the basic factors to be considered when opening a barbershop.
  3. Compare types of barbershop ownership.
  4. Recognize the information that should be included in a business plan.
  5. Explain the importance of record keeping.
  6. Examine the responsibilities of a booth renter.
  7. Distinguish the elements of successful barbershop operations.
  8. Validate why advertising is a vital aspect of a barbershop's success.
-