

**FACULTY OF VOCATIONAL STUDIES**

**SYLLABUS**

**of**

**Bachelor of Vocation (Beauty & Wellness)**

**(Semester: II, IV & VI)**

**(Under Credit Based Continuous Evaluation Grading System)**

**Session : 2020-2021**



**The Heritage Institution**

**KANYA MAHA VIDYALAYA JALANDHAR**

**(Autonomous)**

**Kanya Maha Vidyalaya , Jalandhar ( Autonomous)**  
**SCHEME AND CURRICULUM OF EXAMINATIONS OF THREE YEAR DEGREE PROGRAMME**  
**Bachelor of Vocation (Beauty & Wellness) Semester – II**  
**Session : 2020-2021**

**Name of the QP: Makeup Artist (BWS/Q0301)**  
**(NSQF Level-5)**

Course Code	C/S/I/V	Course Title	Total Credit	Marks			CA	Examination (Hrs)
				Total	L	P		
BVBL-2421 BVBL-2031 BVBL-2431	C	Punjabi (Compulsory)/ Basic Punjabi PHC	2	50	40	-	10	3hrs
BVBM-2102	C	Communication Skill in English-II	4	50	25	15	10	3hrs
BVBL-2143	C	Health & Safety in the Work Place	2	50	40	-	10	3Hrs
BVBM-2144	S	Beauty and Personality Development	4	100	40	40	20	3+3Hrs
BVBP-2145	S	Fashion Makeover	4	100	-	80	20	3Hrs
BVBP-2146	S	Photographic Make-up	4	100	-	80	20	3Hrs
BVBI-2147	S	Internship & Project Report	6	75	-	-	-	
AECD-2161	AC	*Drug Abuse: Problem Management & Prevention	2	50	40	-	10	3Hrs
SECM-2502	AC	*Moral Education Program	2	25	20	-	5	1Hrs
		<b>Total</b>	30	<b>525</b>				

**C-Compulsory**

**S-Skill Enhancement**

**AC-Audit course**

<sup>1</sup>special course in lieu of Punjabi (compulsory)

<sup>2</sup>special course in lieu of punjabi (compulsory) for those students who are not domicile of Punjab.

\*Grades points or Grades of these courses will not be included in the SGPA/CGPA of semester/programme

**Kanya Maha Vidyalaya , Jalandhar ( Autonomous)**  
**SCHEME AND CURRICULUM OF EXAMINATIONS OF THREE YEAR DEGREE PROGRAMME**  
**Bachelor of Vocation (Beauty & Wellness) Sem-IV**  
**Session-2020-2021**

**Name of the QP : Hair Care Trainer(BWS/Q0210)**  
**(NSQF Level- 6)**

Course Code	Course type	Course Titles	Total Credits	Marks				Examination time (in Hours)
				Total	Ext.		CA	
					L	P		
BVBL-4141	C	Care of Scalp and Hair	4	75	60	-	15	3
BVBL-4142	C	Hair Coloring and Bleaching	4	75	60	-	15	3
BVBM-4143	S	Superfluous Hair	4	100	40	40	20	3
BVBP-4144	S	Hair Styling	4	75	-	60	15	3
BVBP-4145	S	Chemical Hair Relaxing	2	50	-	40	10	3
BVBP-4146	S	Advance Hair Treatment	2	50	-	40	10	3
BVBI-4147	S	Internship & Project Report	6	75	-	75	-	-
AECE-4221	C	Environmental Studies (Compulsory)	4	100	60	20	20	3
SECS-4522	C	Social Outreach	2	25	-	20	05	
		Total	30	500				

**C-Compulsory**  
**S-Skill Enhancement**

**Kanya Maha Vidyalaya , Jalandhar ( Autonomous)**  
**SCHEME AND CURRICULUM OF EXAMINATIONS OF THREE YEAR DEGREE PROGRAMME**  
**Bachelor of Vocation (Beauty & Wellness) Semester – VI**  
**Session : 2020-2021**

**Name of the QP : Institute Head (BWS/Q0606)**  
**(NSQF Level-7)**

Course Title	C/S/I/V	Course Code	Total Credit	Marks			CA	Examination (Hrs)
				Total	L	P		
Entrepreneurship	C	BVBL-6141	4	100	80	---	20	3hrs
Human Resource Management	C	BVBL-6142	4	100	80	---	20	3hrs
Merchandising and Retailing	C	BVBL-6143	4	100	80	---	20	3Hrs
Concept Development	S	BVBP-6144	6	100	----	80	20	3+3Hrs
Computer Application	S	BVBP-6145	6	100	--	80	20	3Hrs
Internship & Project Report	S	BVBI-6146	6	75	---			
		<b>Total</b>	<b>30</b>	<b>575</b>				

**C-Compulsory**  
**S-Skill Enhancement**

**Bachelor of Vocation (Beauty & Wellness) Semester II**

**Gen. Punjabi**

**Course Code: BVBL-2421**

**Session 2020-2021**

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Max Marks:50

Theory:40

CA.10

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- 1H      gqPBgZsod/uko:{fBNj'Dr/.;?ePBA-DsZed/ gqPB :{fBNI-IV      ftu'A g[ZS/ ikDr jo :{fBNftu  
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- 3H      jo/e gqPB d/ 08 nze jB.  
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**(Semester-II)**  
**Session 2020-21**  
**Course Title: Punjab History and Culture (C. 320 to 1000 B.C.)**  
**(Special paper in lieu of Punjabi Compulsory)**  
**(For those students who are not domicile of Punjab)**

**Course Code: BVRL-2431/BVML-2431/BVAL-2431/BVTL-2431/BVNL-2431/BVBL-2431/BVPL-2431/BVAL-2431/BVHL-2431**

**Examination Time: 3 Hours**  
**Credits L-T-P: 2-0-0**  
**Contact Hours: 2Hrs/Week**

**Max. Marks: 50**  
**Theory: 40**  
**CA: 10**

**Instructions for the Paper Setter:**

1. Question paper shall consist of four Units
2. Examiner shall set 8 questions in all by selecting Two Questions of equal marks from each Unit.
3. Candidates shall attempt 5 questions in 600 words, by at least selecting One Question from
4. each Unit and the 5<sup>th</sup> question may be attempted from any of the four Units.
5. Each question will carry 8 marks

**Unit-I**

1. Alexander's Invasion's and Impact
2. Administration of Chandragupta Maurya and Ashoka.

**Unit-II**

3. The Kushans: Gandhar School of Art .
4. Gupta Empire: Golden period (Science, Art and Architecture)

**Unit-III**

5. The Punjab under the Harshvardhana
6. Socio-cultural History of Punjab from 7<sup>th</sup> to 1000 A.D.

**Unit-IV Section A**

7. Alexander's Invasion's
8. Administration of Chandragupta Maurya and Ashoka.

**Suggested Readings**

1. L. M Joshi (ed), *History and Culture of the Punjab*, Art-I, Punjabi University, Patiala, 1989 (3<sup>rd</sup> edition)
2. L.M. Joshi and Fauja Singh (ed.), *History of Punjab*, Vol.I, Punjabi University, Patiala, 1977.
3. Budha Parkash, *Glimpses of Ancient Punjab*, Patiala, 1983.
4. B.N. Sharma: *Life in Northern India*, Delhi. 1966.

**Bachelor of Vocation**  
**B.Voc**  
**(Beauty & Wellness)**  
**(Session 2020-2021)**  
**Course Code: BVBM-2102**

**Time: 3 hours**

**Semester-II**

**COMMUNICATION SKILLS IN ENGLISH-II BVBL-2102**

**Max. Marks: 50**  
**Theory: 40**  
**CA: 10**

***Course Contents:***

**Unit I**

**Listening Skills:** Barriers to listening; effective listening skills; feedback skills.

**Activities:** Listening exercises – Listening to conversation, News and TV reports

**Unit II Attending**

telephone calls; note taking and note making. **Activities:** Taking notes on a speech/lecture

**Unit III**

**Speaking and Conversational Skills:** Components of a meaningful and easy conversation; understanding the cue and making appropriate responses; forms of polite speech; asking and providing information on general topics.

**Activities:** 1) Making conversation and taking turns

2) Oral description or explanation of a common object, situation or concept

**Unit IV**

The study of sounds of English, stress Situation based Conversation in English

Essentials of Spoken English

**Activities:** Giving Interview

***Recommended Books:***

1. *Oxford Guide to Effective Writing and Speaking* by John Seely.

2. *Business Communication* by Sethi, A and Adhikari, B., McGraw Hill Education 2009.

3. *Communication Skills* by Raman, M. & S. Sharma, OUP, New Delhi, India (2011).

*A Course in Phonetics and Spoken English* by J. Sethi and P.V. Dhamija, Phi Learning

**Instructions for the paper setters and distribution of marks:**

**The question paper will consist of four sections and distribution of marks will be as under:**

**Section-A:** Two questions with internal choice will be set from Unit I of the syllabus and these questions will be theoretical in nature corresponding to the syllabus of Section-I. Each will carry 5 marks.

**Section-B:** Two questions with internal choice will be set from Unit II of the syllabus. One will be theoretical and the second will be practical in nature. Each will carry 5 marks.

**Section-C:** Two questions with internal choice will be set from Unit III of the syllabus and these will be theoretical in nature. Each will carry 5 marks.

**Section-D:** Two questions with internal choice will be set from Unit IV of the syllabus. One question will be theoretical in nature and the other will be practical in nature (based on phonetic transcription and stress). Each will carry 5 marks.

***Important Note:***

**The candidate will have to attempt five questions in all selecting one from each section of the question paper and the fifth question may be attempted from any of the four sections.**

**(5 x 5 = 25)**

## **PRACTICAL / ORAL TESTING**

**Marks: 15**

### **Course Contents:**

1. Oral Presentation with/without audio visual aids.
2. Group Discussion.
3. Listening to any recorded or live material and asking oral questions for listening comprehension

### ***Questions:***

1. Oral Presentation will be of 5 to 7 minutes duration. (Topic can be given in advance or it can be of student's own choice). Use of audio visual aids is desirable.
2. Group discussion comprising 8 to 10 students on a familiar topic. Time for each group will be 15 to 20 minutes.

**Note:** Oral test will be conducted by external examiner with the help of internal

**Bachelor of Vocation (Beauty & Wellness) (SEMESTER-II)**  
**Health and Safety in the Workplace**  
**Course Code: BVBL: 2143**  
**Session: 2020-2021**  
**(THEORY)**

**COURSE OUTCOMES:**

- CO 1 :** Students know to collect, manage, and interpret information and data to identify trends and issues in the workplace.
- CO 2 :** Students will be able to recognize and evaluate occupational safety and health hazards in the workplace
- CO 3 :** Students will learn to determine appropriate hazard controls following the hierarchy of controls.
- CO 4 :** Students will be able to analyze the effects of injuries and illnesses and the methods to prevent incidents using the effective safety and health management systems and task oriented training.
- CO 5 :** Students know to set and achieve work priorities and goals individually and as a team member
- CO 6 :** Students know to use a range of effective communication skills.

**Bachelor of vocation (Beauty & Wellness) Semester-II**

**Health and Safety in the Workplace**

**Course Code: BVBL: 2143**

**Session: 2020-2021**

**(THEORY)**

**Time:3hrs.**

**Max Mark: 50**

**Theory Marks:40**

**CA:10**

**Instructions for Paper Setters:**

Eight questions of equal (8each) marks are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

**UNIT-I**

**PERSONAL HYGIENE:**

- What is PersonalHygiene
- Hygiene and GoodGrooming
- Personal Hygiene and HealthyHabits

**UNIT-II**

**SALON MANAGEMENT:**

- Salon – Planning,Location
- SalonOwnership
- Space allotment, installation andfittings.
- Record keeping: Income andExpenditure
- Maintenance

**UNIT-III**

- Common equipment required for salonoperation
- SafetyPrecautions

**UNIT-IV**

- Sterilization
- Sanitation and its types
- Methods ofSterilization
- ClientTreatment

**Books Recommended :**

- Beauty Basics by Lorraine NordmannLevel-I
- Milady's,Text Book of Cosmetology,2000,MiladyPublication,America.
- Clean :A History of Personal Hygiene and Purity By VirginiaSmith(Author)
- Salon Management by MartinGreen

**Bachelor of Vocation (Beauty & Wellness) (SEMESTER-II)**  
**Session-2020-2021**  
**Beauty and Personality Development**  
**Course Code: BVBM-2144**  
**(THEORY)**

**COURSE OUTCOMES:**

- CO 1 :** Students will learn to know the importance of cosmetology and its objectives.
- CO 2 :** To enhance students talking, walking, standing ,sitting skills.
- CO 3 :** Grooming yourself with perfect selection of dresses and accessories according to occasion.
- CO 4 :** Improving students speaking skills.
- CO 5 :** To grab knowledge for person hygiene and learn healthy habits.

**Bachelor of Vocation (Beauty & Wellness) Semester-II**  
**Beauty and Personality Development**  
**Course Code: BVBM-2144Session-2020-2021**

**(THEORY)**

**Time:3hrs.**

**Max Marks:100**  
**Theory Marks: 40**  
**Practical:40**  
**CA:20**

**Instructions for the Paper Setters:**

Eight questions of equal marks (8each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

**UNIT-I**

**COSMETOLOGY:**

Introduction and Importance of Cosmetology

**UNIT-II**

**PERSONAL GROOMING:**

Colour and outfit culture:

- Colours:- Importance, effects andselection.
- Planning and Wardrobe and Selection of Clothes according to figure,physique, complexion, occupation andweather.
- Selection of accessories according to attire andoccasion.
- Use ofperfumes

**UNIT-III**

- **Speaking and Conversational charm:**
- Characteristics of Charming conversationalist, topics of conversation, topics toavoid, manners of pleasant conversation, when to speak and when tolisten.

- Voice cultivation, enunciation and pronunciation.

#### **UNIT-IV**

##### **Visual Poise**

- Basic Stance and Corrective Stance.
- Basic hand positions and expressive and graceful hand free actions.
- correct different sitting positions and sitting on a low stool or bench.
- Walking correctly.
- Correct sleeping position.
- Getting in and out of cars
- Meeting and greeting people, party and table manner; entering and leaving properly.
- Handling coats, shawls and stoles, gloves and handbags.

##### **Book Recommended :**

- Complete beauty book by Helen Foster
- The Big Beauty Book Glamour for the Fuller figure women by Ann Harper and Glenn Lewis
- Standard Text Book Of Cosmetology by Milady.

**Bachelor of Vocation (Beauty & Wellness)  
Semester-II**

**Session-2020-2021**

**Beauty and Personality Development  
Course Code: BVBM-2144  
(PRACTICAL)**

**Time: 3 hrs.**

**Practical Marks : 40**

**Instructions for Practical Examiners:**

Question paper is to be set on the spot jointly by the Internal and External Examiners

- SELF GROOMING
- DIFFERENT TYPE OF SHIRTDRESSING
- VIVA
- FILEWORK

**Book Recommended :**

- Complete beauty book by Helen Foster
- The Big Beauty Book Glamour for the Fuller figure women by Ann Harper and Glenn Lewis
- Standard Text Book Of Cosmetology by Milady.

**Bachelor of Vocation (Beauty & Wellness) SEMESTER- II**  
**Fashion Makeover**  
**Course Code: BVBP-2145**  
**Session: 2020-2021**  
**(PRACTICAL)**

**COURSE OUTCOMES :**

**CO 1 :**Students will learn the importance of cosmetology and its objectives

**CO 2:**Students will learn make-up themes and also about its applications.

**CO 3:**Students will be able to give proper advice of suitable make-up according to others face.

**CO 4:** The students were provide the knowledge to identify terminology related to skin, products and treatments with the demonstration of proper application of cosmetics related to skin care.

**CO 5:** Be able to give proper advice of suitable make-up according to ones face.

**Bachelor of Vocation (Beauty & Wellness) SEMESTER- II**

**Fashion Makeover**

**Course Code: BVBP-2145**

**Session: 2020-2021**

**(Practical)**

**Max Marks-100**

**Practical-80**

**CA: 20**

**Time:3hrs.**

**Instructions for Practical Examiners:**

Question paper is to be set on the spot jointly by the Internal and External Examiners

**UNIT-I**

- Make-ups and related health factors
- History of Make-ups and related fashion trends.
- Entrepreneur and Business Awareness.

**UNIT-II**

- Cosmetic Science – II (Advance Product Knowledge)
- Theme based Advanced make-up knowledge and guidelines
  - Contouring and its technique according to different face types.

**UNIT-III**

**(a) Make-ups Theme and its Application**

- Dramatic look
- Dolls and related make-up look
- Character Make-ups
- Theatrical Make-ups
- Photographic Make-ups (black/white photographic makeups)
  - Men Make-up
- Face and Body Tattooing/Make-ups.

**UNIT-IV**

**Hair styling- high fashion and period styling.** (Including all the style followed in the past and today's highly appreciated fashionable hair style.

**Introduction to photography:** Learning the photo shoot techniques, background to enhance make ups and costumes and method to provide sharp and fine look to make-up

**Books Recommended :**

- Robert Jones, Make up Makeover :Expert Secrets For StunningTransformation “Gloucester:  
Fair Winds Press, 2005 Isted.
- Handa Parvesh, Complete Book on Beauty BodyMakeup, 2006, Goodwill  
Publication, New Delhi
- Makeup Is Art (Hardcover) by Academy of FreelanceMakeup
- Kevyn Aucoin, Little Brown and Comapany, 1999. MakingFaces
- Mary Quant, DK Publishing, 1996, Classic Makeup andBeauty.
- I AM ZAIN PHOTOGRAPHY October 2017 HEATHER S. EXCLUSIVE CONTENT The  
Purge Dark Soul MR. SINISTER publish by NEONDEMON P.6

**Bachelor of Vocation (Beauty & Wellness) (SEMESTER-II)**

**Photographic Makeup**  
**Course Code: BVBP-2146**  
**Session-2020-2021**  
**(Practical)**

**COURSE OUTCOMES:**

**CO 1:** The students were trained with the knowledge of terminology related to skin and fashion trends.

**CO 2:** The Purpose of this course is to provide students with the knowledge of good photo shoot.

**CO 3:** Understand the proper knowledge of products, tools, equipment and techniques used in makeup.

**CO 4:** Students will learn make-up themes and also its applications.

**CO 5:** Students will be able to give advice of suitable make-up according to one's face.

**CO6:** Students will come to know about portfolio shoot.

**Bachelor of Vocation (Beauty & Wellness) Semester II**  
**Photographic Makeup Course**  
**Code: BVBP-2146**  
**Session-2020-2021**  
**(Practical)**

**Time: 3hrs.**

**Max Marks: 100**  
**Practical Marks: 80**  
**CA: 20**

**Instructions for Practical Examiners:**

Question paper is to be set on the spot jointly by the Internal and External Examiners

**UNIT-I**

- ☐ Creative make up techniques
- ☐ Digital photographic makeup application Fashion
- ☐ Styling for photo shoots Hairstyling for Fashion
- ☐ Communicate and behave in a professional manner
- ☐ Select and use products, tools and equipment for photographic make-up application
- ☐

**UNIT-II**

**Designed all looks Portfolio reference**

- ☐ Bridal
- ☐ Period
- ☐ Fantasy

**UNIT-III**

**Used all application techniques Portfolio reference**

- ☐ Base application
- ☐ Highlighting and shading
- ☐ Concealing Blending Application of eye products Application of lip products
- ☐

**UNIT-IV**

**Used a minimum of 2 additional media Portfolio reference**

- Clothes
- Hair

**Book Recommended :**

- ☐ Mary Quant,DK Publishing,1996,Classic Makeup and Beauty.
- ☐ I AM ZAIN PHOTOGRAPHY October 2017 HEATHER S. EXCLUSIVE  
CONTENT The Purge Dark Soul MR. SINISTER publish by NEON DEMON P.61
- ☐ Handa Parvesh,Complete Book on Beauty Body Makeup,2006,Goodwill Publication,New Delhi
- ☐ Makeup Is Art (Hardcover) by Academy of Freelance Makeup. Habib
- ☐ Jawed,Professional Hair Styling,2007,UBSPD,New Delhi

**B.Voc (Beauty & Wellness) SEMESTER-II  
INTERNSHIP AND PROJECT REPORT**

**Course Code: BVBI-2147**

**Session: 2020-2021**

**Time: 3hrs**

**Max. Marks: 75**

The students will submit their training reports (in duplicate) within a period of one month in the department. This period shall be counted from the last date of completion of the training. The supervisor in the organization under whose guidance the training is carried out will be required to grade the student's report.

Each student will be attached with one internal faculty guide, with whom they shall be in continuous touch during the training period. The internal faculty guide will be required to evaluate (out of 10 marks) on the basis of assessment report provided by the organization where the training has been completed and his/her own assessment about the work done by the student.

The evaluation of the remaining 65 marks shall be made by external examiner appointed by the university who shall evaluate the report on the basis of presentation and the assessment report received from the organization where student has undergone

**B.Voc (Beauty & Wellness) SEMESTER-II**  
**DRUG ABUSE**  
**Course Code: AECD-2161**  
**(Session 2020-2021)**

**(Theory)**

**Time:3 Hrs**

**Max. Marks:50**

**Theory:40**

**CA:10**

**Instructions for the Paper Setter**

Eight questions of equal marks are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

**UNIT-I**

**Prevention of Drug abuse:** Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.

**UNIT-II**

**School:** Counselling, Teacher as role-model. Parent-teacher-Health Professional Coordination, Random testing on students.

**UNIT-III**

**Controlling Drug Abuse:** Media: Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse, Educational and awareness program

**UNIT-IV**

**Legislation:** NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

**References:**

1. Ahuja, Ram (2003), *Social Problems in India*, Rawat Publication, Jaipur.
2. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
3. Inciardi, J.A. 1981. *The Drug Crime Connection*. Beverly Hills: Sage Publications.
4. Kapoor. T. (1985) *Drug epidemic among Indian Youth*, New Delhi: Mittal Pub.
5. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
6. National Household Survey of Alcohol and Drug abuse. (2003) New Delhi, Clinical

**B.Voc (Beauty & Wellness) SEMESTER-II**

**Course Title: Moral Education Programme**

**(Session 2020-2021)**

**Course Intended for: Sem II students of all streams**

**Course code: SECM 2502**

**Course Duration: 30 hrs**

**Course Objectives:**

- ☐ To sensitize students about the role and importance of human values and ethics in personal, social and professional life.
- ☐ To enable students to understand and appreciate ethical concerns relevant to modern lives.
- ☐ To prepare a foundation for appearing in various competitive examinations.
- ☐ To sensitize the students about the current issues and events of national and international importance.
- ☐ To highlight plausible implications of ethical human conduct, trustful and mutually fulfilling human behaviour and mutually enriching interaction with nature.

**Course Contents:**

- ☐ Introduction to Moral Education
- ☐ Need, content and purpose
- ☐ Vedic values
- ☐ Character building

**The Self and You**

- ☐ Understanding the Self –Self awareness, fighting the five evils (lust, anger, attachment, ego and greed), Selfgrowth.
- ☐ Personalethics
- ☐ Aspiration v/s ambition, self- seeking v/sselflessness
- ☐ Physical and mentalhealth

### **The Family and You**

- ☐ Importance of family- the basic unit of humaninteraction.
- ☐ Generationgap
- ☐ Relationship with siblings and elders

### **The Society and You**

- ☐ Socialresponsibility
- ☐ Our rights andduties

### **SESSION 2020-2021**

- ☐ Civic sense
- ☐ Opposite sexrelations
- ☐ Globalization and IT boom – cellphonemenace
- ☐ Peerpressure
- ☐ Genderissues

### **The Nation and You**

- ☐ International peace andbrotherhood
- ☐ Saving theenvironment
- ☐ Communal harmony, Tolerance, Understanding ofCultures
- ☐ Respect forMartyrs
- ☐ NationalPri

**B.Voc (Beauty& Wellness) SEMESTER-IV**  
**Care of Scalp and Hair**  
**Course Code – BVBL-4141**  
**Session: 2020-2021**  
**(Theory)**

**COURSE OUTCOME:**

**CO 1:** Students will learn **the** layers of hair its composition and its types

**CO 2:** To have knowledge about the structure connected with hair follicle

**CO 3:** Students will learn the growth and replacement of hair with its hair cycle and hair pigments

**CO 4:** To know the hair analysis for curing the problems related to scalp and hair

**CO 5:** Students also learn different disorders of hair and scalp both infectious and non- infectious

**CO 6:** Train the students with different techniques of scalp with different electrical equipments

**B.Voc (Beauty & Wellness) SEMESTER-IV**  
**Care of Scalp and Hair**  
**Course Code – BVBL-4141**  
**Session: 2020-2021**  
**(Theory)**

**Time:3hrs.**

**TotalMarks:75**  
**Theory marks:60**  
**C.A:15**

**Instructions for the PaperSetters:**

Eight questions of equal Marks(12 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from anySection.

**UNIT – I**

**Disorders of Hair & Scalp**

- InfectiousDisease
- Non- InfectiousDisease

**UNIT – II**

- What is shampoo and how does a shampooact?
- Types ofshampoo
- Myths AboutShampoos

**UNIT – III**

**Scalp Treatment**

- Massage
- Application OfHeat
- VibratoryMassage

**UNIT – IV**

- HairAnalysis
- OilTreatment
- Knowledge of NaturalIngredients

**Books Recommended:**

- Complete beauty book by HelenFoster.
- Standard text book of CosmetologyMilady's.
- Professional Hair Dressing by Martin Green LeoPalladino.
- Harper and GlennLewis.

**Bachelor of Vocation ( Beauty & Wellness) Semester-IV**  
**Hair Coloring and Bleaching**  
**Course Code – BVBL-4142**  
**Session: 2020-2021**  
**(Theory)**

**COURSE OUTCOMES:**

**CO1:**Students will learn about types and classification of colors

**CO 2:** To learn about the right products, implements used in hair coloring.

**CO 3:** To understand proper knowledge of colors mixing.

**CO 4:** students will understand about advance techniques of hair coloring.

**CO5:** students will come to know how to consult a client regarding a particular service.

**CO6:** students will learn the new trends used in hair colouring.

**Bachelor of Vocation ( Beauty & Wellness) Semester-IV**  
**Hair Coloring and Bleaching**  
**Course Code – BVBL-4142**  
**Session: 2020-2021**  
**(Theory)**

**Time: 3 hrs**

**TotalMarks:75**  
**Theory marks:60**  
**C.A:15**

**Theory:60**

**Instructions for the Paper Setters:**

Eight questions of equal Marks(12 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

**UNIT-I**

**HAIR COLOURING**

- Classification of Colour
- Types of colour
- Colour depth and tone.

**UNIT-II**

**One step Tinting**

- Virgin hair tinting
- Darker shade
- Tint retouch
- High lighting shampoo tints

**UNIT-III**

**Blonde and Blonde Effects**

- Applied techniques, mixing techniques
- Single Processing for Virgin Hair
- importance of patch test

**UNIT-IV**

- Salon menu of services
- Release statement
- Client consultation

**Books Recommended:**

- Complete beauty book by Helen Foster.
- Harper and Glenn Lewis.
- Hair Yoga: Caring for your Hair the Right Way by Jawed Habib

**Bachelor of Vocation ( Beauty & Wellness) Semester-IV**  
**Superfluous Hair**  
**Course Code – BVBM-4143**  
**Session: 2020-2021**  
**(Theory)**

**Course Outcomes:**

- CO 1:** Understand the factors that influence hair removal services  
**CO 2:** Understand the tools, products, equipment and techniques for hair removal services  
**CO 3:** students will learn about personal and public Hygiene.  
**CO 4:** Students will learn about Hygiene and Good Grooming.  
**CO5:** Students will understand the concept and use of antiseptic and disinfectant.

**Bachelor of Vocation ( Beauty & Wellness) Semester-IV**  
**Superfluous Hair**  
**Course Code – BVBM-4143**  
**Session: 2020-2021**  
**(Theory)**

**Time:3hrs.**

**Total Marks:100**  
**Theory Marks: 40**  
**Practical marks:40**  
**C.A:20**

**Instructions for the Paper Setters:**

Eight questions of equal marks(8 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section

**Unit-I**

**Study of Superflous Hair**

**Unit-II**

- Methods ofepilation
- Methods ofdepilation

**Unit-III**

- PersonalHygiene
- PablicHygiene
- Hygiene and GoodGrooming

**Unit-IV**

- Depuration
- Anti-Septic

**Books Recommended:**

- Complete beauty book by HelenFoster.
- Standard text book of CosmetologyMilady's.
- Professional Hair Dressing by Martin Green LeoPalladino.
- Laser Hair Removal By David J.Goldberg.

**Bachelor of Vocation ( Beauty & Wellness) Semester-IV**

**Superfluous Hair**

**Course Code – BVBM-4143**

**Session: 2020-2021**

**(Practical)**

**Time: 3 hrs.**

**Practical marks: 40**

**Instructions for the Paper Setters:**

Question paper is to be set on the spot jointly by Internal and External Examiner.

**Different technique of removing Method:**

- ☐ Depilatory Creams
- ☐ Electrolysis
- ☐ Threading
- ☐ Tweezing.
- ☐ Waxing
- ☐ Shaving
- ☐ File Work

**Books Recommended:**

- ☐ Complete beauty book by Helen Foster.
- ☐ Professional Hair Dressing by Martin Green Leo Palladino.
- ☐ Laser Hair Removal By David J. Goldberg.

**Bachelor of Vocation (Beauty & Wellness) SEMESTER-IV**  
**Hair Styling**  
**Course Code – BVBP -4144**  
**(PRACTICAL)**

**COURSE OUTCOMES**

**CO 1:** Students will learn about the right products, implements and tools used in hair Styling.

**CO 2:** Students will understand about proper knowledge of hair styling.

**CO 3:** Students understand the advance Techniques of hair styling.

**CO 4:** Students will Learn Hair Styling With Thermal Equipments.

**CO 5:** Students will Learn Hair Do's on wet Hair.

**CO 6:** Students will Come to know different Techniques of Hair curling.

**Bachelor of Vocation (Beauty & Wellness) Semester IV**

**Hair Styling**

**Course Code – BVBP -4144**

**Session -2020-2021**

**(Practical)**

**Time: 3 hrs.**

**Total Marks: 75**

**Practical marks: 60**

**C.A: 15**

**Instructions for the Paper Setters:**

Question paper is to be set on the spot jointly by Internal and External Examiner.

- ☐ **Factor to Be Consider While Styling**
- ☐ **Technique of hair Styling**
  - (a) Styling For Dry Hair
  - (b) Styling For Wet Hair
- ☐ **Different Types of Curls**
- ☐ **Wigs Setting**
- ☐ **Different Types of Braiding**
- ☐ **Occasional Hair Buns**
- ☐ **Viva**
- ☐ **Lab Training**

**Books Recommended:**

- ☐ Professional Hair Dressing by Martin Green Leo Palladino.
- ☐ The Art Of Hair Coloring Book By David Adams and Jacki Wadeson.

**Bachelor of Vocation (Beauty & Wellness) Semester-IV**  
**Chemical Hair Relaxing**  
**Course Code – BVBP-4145**  
**Session : 2020-2021**  
**(Practical)**

**COURSE OUTCOMES:**

**CO 1:** Students will learn the scalp and hair treatments.

**CO 2:** Students get knowledge of material and procedure used for chemical treated hair.

**CO 3:** Students will learn the technique of Permanent hair straightening by Break the Natural Bond.

**CO 4:** Students will understand the technique of relaxing on New Growth (retouch)

**CO 5:** To Learn the Technique of perming with the Help of Chemicals

**Bachelor of Vocation (Beauty & Wellness) Semester-IV**  
**Chemical Hair Relaxing**  
**Course Code – BVBP-4145**  
**Session: 2020-2021**  
**(Practical)**

**Time: 3 hrs.**

**Total Marks:50**  
**Practical marks:40**  
**C.A:10**

**Instructions for the Paper Setters:**

Question paper is to be set on the spot jointly by Internal and External Examiner.

- ☐ **Chemical HairRelaxing:**
  - (a)For Dry Hair
  - (b)For Oily Hair
  - (c)For chemical treated hair
- ☐ **Gave relaxing treatment on newgrowth(retouch)**
- ☐ **Chemical hairRelaxing:**
  - (a)material used
  - (b)Procedure

**Books Recommended:**

- ☐ Complete beauty book by HelenFoster.
- ☐ Professional Hair Dressing by Martin Green LeoPalladino.
- ☐ Laser Hair Removal By David J.Goldberg.

**Bachelor of Vocation (Beauty & Wellness) Semester- IV**  
**Advance Hair Treatment**  
**Course Code – BVBP-4146**  
**Session- 2020-2021**  
**(Practical)**

**COURSE OUTCOMES**

**CO 1:** Students will learn the right products, implements used in hair treatments

**CO 2:** Students will get to know the different Disorders of Hair.

**CO 3:** Understand about advance techniques of Hair treatments.

**CO4:** Students will get to know power Hair treatments.

**CO5:** Students were trained know power Hair treatments.

**Bachelor of Vocation (Beauty & Wellness) Semester-IV**  
**Advance Hair Treatment**

**Course Code – BVBP-4146**

**(Practical)**

**Time: 3 hrs.**

**Total Marks:50**  
**Practical marks:40**  
**C.A:10**

**Instructions for the Paper Setters:**

Question paper is to be set on the spot jointly by Internal and External Examiner

- ☐ HighFrequency
- ☐ High-tech RegrowthTherapy
- ☐ Surgical HairReplacment
- ☐ Power RepairTreatment
- ☐ Mythic OilSpa
- ☐ KeratinTreatment
- ☐ Smart blondTreatment

**Books Recommended:**

- ☐ Complete beauty book by HelenFoster.
- ☐ Standard text book of CosmetologyMilady's.
- ☐ Laser Hair Removal By David J.Goldberg.

**Bachelor of Vocation ( Beauty & Wellness) (Semester-IV)**  
**INTERNSHIP, PROJECT REPORT& PRESENTATION**  
**Course Code: BVBI-4147**  
**Session: 2020-2021**

**Time: 3hrs**

**Max. Marks: 75**

The students will submit their training reports (in duplicate) within a period of one month in the department This period shall be counted from the last date of completion of the training. The supervisor in the organization under whose guidance the training is carried out will be required to grade the student's report.

Each students will be attached with one internal faculty guide, with whom they shall be continues touch during the training period. The internal faculty guide will be required to evaluate (out of 10 marks) on the basis of assessment report provided by the organization where the training has been completed and his/her on assessment about the work done by the student.

The evaluation of the remaining 65 marks shall be made by external examiner appointed by the university who shall evaluate the report on the basis of presentation and the assessment report received from the organization where student has undergon

**Bachelor of Vocation (Beauty & Wellness) Semester-VI**  
**Entrepreneurship**  
**Course Code – BVBL-6141**  
**Session-2020-2021**  
**(Practical)**

**COURSE OUTCOMES**

**CO1:** Students will understand the nature of entrepreneurship

**CO2:** Students will understand the function of the entrepreneur in the successful, commercial application of innovations

**CO3:** Students will confirm an entrepreneurial business idea

**CO4:** Students know to identify personal attributes that enable best use of entrepreneurial opportunities

**CO5:** Students explore entrepreneurial leadership and management style.

**Bachelor of Vocation (Beauty & Wellness) Semester-VI**

**Entrepreneurship**

**Course Code: BVBL-6141**

**Session: 2020-21**

**Time: 3hrs**

**Max Marks: 100**

**Theory Marks :80**

**CA:20**

**Instructions for the Paper Setters:**

Eight questions of equal marks (16 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

**UNIT-I**

- What is Entrepreneurship
- Types of Entrepreneurship
- Traits and Features

**UNIT-II**

- Study of various essential aspects of entrepreneurship.
- Identification and development of entrepreneurial skills.

**UNIT-III**

- Role of entrepreneurship skills in Beauty industry
- Sources of funds for Beauty industry

**UNIT-IV**

- Legal requirements for establishment of new unit
- Determine business, register your business, get EIN, Get licence, local taxes, Budget

**Books Recommended**

1. "Fashion Entrepreneur By Sandra Burke, Publisher Burke.
2. "Fashion Buying" By Helen Goworek, Publisher Blackwell.
3. "Inside the Fashion Business" By Dickerson, Publisher Pearson.

**Bachelor of Vocation (Beauty & Wellness) Semester-VI**

**Human Resource Management**

**Course Code: BVBL-6142**

**Session: 2020-21**

**Course Objective:**

**CO1:** To help students understand, appreciate and analyze work force at the managerial and non-managerial levels.

**CO2:** Contribute to the development, implementation, and evaluation of employee recruitment, selection, and retention plans and processes.

**CO3 :** Develop, implement, and evaluate employee orientation, training, and development programs.

**CO4 :** Facilitate and support effective employee and labour relations in both non-union and union environments.

**CO5:** Facilitate and communicate the human resources component of the organization's business plan.

**Bachelor of Vocation (Beauty & Wellness) Semester-VI**

**Human Resource Management**

**Course Code: BVBL-6142**

**Session: 2020-21**

**Time: 3hrs**

**Max Marks: 100**

**Theory Marks :80**

**CA:20**

**Instructions for the Paper Setters:**

Eight questions of equal marks (16 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

**UNIT - I**

**Introduction of HRM**

History of HRM

Aims and Importance of HRM

**UNIT - II**

**Job Analysis and Design**

Concept of Job Analysis and Design

Methods of Job Analysis

Job Description-Job Specification

**UNIT - III**

**Human Resource Planning (HRP)**

Importance of HRP-Process of HRP-Levels

Types of HRP-Forecasting Demand for employees

**UNIT - IV**

**Recruitment and Selection Process :**

Definition and concept of Recruitment-

Sources of recruitment

Recruitment Policies.

**Books Recommended:**

1. K. Aswathappa, D. Sadhna: International Human Resource Management, Tata Mcgraw-Hill.
2. Monir H. Tayeb: International Human Resource Management, Oxford University Press.
3. Chris Brewster: International Human Resource Management, Orient Longman.
4. Tony Edwards and Chris Rees: International Human Resource Management, Pearson Education.

**Bachelor of Vocation (Beauty & Wellness) Semester-VI**

**Merchandising and Retailing**

**Course Code: BVBL-6143**

**Session: 2020-21**

**Course Outcomes:**

**CO1:** To make the students understand retailing as an industry.

**CO2:** Plan, develop, and present merchandise lines for identified market segments.

**CO3:** To acquaint the participants with knowledge & skills for store operations, retailing marketing & merchandising management functions.

**CO4:** Experiential learning and exposure to emerging trends in fashion retailing.

**CO5 :** To develop an understanding of Advance Retail Merchandising, for profit maximization and sales growth.

**CO6:** To expose students to the emerging area of category management and collaborative planning.

**Bachelor of Vocation (Beauty & Wellness) Semester-VI**

**Merchandising and Retailing**

**Course Code: BVBL-6143**

**Session: 2020-21**

**Time: 3hrs**

**Max Marks: 100**

**Theory Marks :80**

**CA:20**

**Instructions for the Paper Setters:**

Eight questions of equal marks (16 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

**Unit-I**

**Merchandising**

Introduction

Types of Merchandising

Rights of Merchandising

Qualities of Merchandiser

**Unit – II**

**Retail Organisational structure store**

Introduction of Retailing

Retailing format

Role and Responsibility of Retail Fashion Buyer.

Role of Buying and Selling products

**Unit – III**

**Retail Product Promotion**

- Marketing Channels
- Planning and Direction
- Retail Advertising
- Publicity
- Special Events
- Visual Merchandise
- Personal Selling
- Relationship Marketing

**Unit – IV**

**Brands and labels**

**Purchase Term:** Discount, Purchase Order, Payment Terms.

**Costing:** Cost Price, Selling Price, Backward costing.

**Books Recommended:**

1. John Donnellan, Merchandise Buying & Management, 2001, Fairchild Books.
2. Kitty G. Dickerson, Inside the Fashion Business, 7<sup>th</sup> Edition, 2003, Prentice Hall.
3. Elaine Stone, The Dynamics of Fashion, 2004, Fairchild.
4. Jay Diamond; Ellen Diamond, The World of Fashion, 2007, Fairchild.

**Bachelor of Vocation (Beauty & Wellness) Semester-VI**

**Concept Development**

**Course Code: BVBP-6144**

**Session: 2020-21**

**Course Outcomes:**

- CO1:** Students will complete conceptual exercises designed to develop creative and analytical problem solving skills
- CO2:** Students will begin to understand and define concepts as overriding ideas.
- CO3:** Students will learn the basics of descriptive drawing for animation.
- CO4:** The translation of idea to animation will be practiced through exercises and visual storyboards.
- CO5:** Students will be introduced to basic treatments and narrative structure; basic shots and film language

**Bachelor of Vocation (Beauty & Wellness) Semester-VI**

**Concept Development**

**Course Code: BVBP-6144**

**Session: 2020-21**

**Time: 3hrs**

**Max Marks: 100**

**Practical Marks :80**

**CA:20**

**Instructions for the Paper Setters:**

Question paper is to be set on the spot jointly by Internal and External Examiner.

- Development of 3 concepts based on inspiration and trends.
- Design exploration using templates or sketches (based on concepts)
- Final portfolio completion and presentation.

**Books Recommended:**

1. The straight- Talking Beauty Companion by Sali Hughes.
2. The Little Dictionary of Fashion by Christian Dior.
3. Concept Development and the Development of Word Meaning by Seiler and T.B., Wannemacher

**Bachelor of Vocation (Beauty & Wellness) Semester-VI**

**Computer Application**

**Course Code: BVBP-6145**

**Session: 2020-21**

**Course Outcomes:-**

**CO1:** Students know to Work effectively with a range of current, standard, Office Productivity software applications.

**CO2:** Students learn to Operate a variety of advanced spreadsheet, operating system and word processing functions.

**CO3:** Students learn to solve a range of problems using office productivity applications, and adapt quickly to new software releases.

**CO4:** Students know to Maintain quality assurance through critically evaluating procedures and results.

**Bachelor of Vocation (Beauty & Wellness) Semester-VI**

**Computer Application**

**Course Code: BVBP-6145**

**Session: 2020-21**

**Time: 3hrs**

**Max Marks: 100**

**Practical Marks :80**

**CA:20**

**Instructions for the Paper Setters:**

Question paper is to be set on the spot jointly by Internal and External Examiner.

- AdobePhotoshop
- Coral Draw – drawing face, features & illustrating make-ups & hairstyles.
- Making mood boards/collages
- Editing pictures of faces/hairs to illustrate make-ups and hair style design.

**Books Recommended:**

1. Adobe Photoshop, 12.0
2. Gruman, Galen, Adobe in Design Cs2 Bible.2
3. Adobe Illustrator, 12.0
4. Golding, Mordy, Adobe Creative Suite2