



ASSESSMENT MATERIAL EVIDENCE GUIDE	<h1>PERFORM SKIN EPILATION</h1>
Qualification Skin Care CS Code: Level: 2 Credit: 4 Version: 1	

CONTENTS	1. Assessment Summary and Record 2. Candidate Assessment 3. Assessor Judgement Guide 4. List of required tools/equipment, material and context of assessment
-----------------	---

ASSESSMENT AND ASSESSOR DETAILS	Competent <input type="checkbox"/> Not Yet Competent <input type="checkbox"/>																		
	Assessment <input type="checkbox"/> Re-Assessment <input type="checkbox"/>																		
	Assessor's Name: Assessor's Code Assessor's Signature Date <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">DD</td> <td style="text-align: center;">MM</td> <td colspan="6"></td> <td style="text-align: center;">YYYY</td> </tr> </table>											DD	MM						
DD	MM							YYYY											

CANDIDATE DETAILS	Candidate's Name: <small style="display: flex; justify-content: space-between; width: 100%;"> First Name Last Name </small>																				
	Father's Name																				
	Institute Name and District																				
	CNIC/BFORM # <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>																				
	Registration Number issued by Assessment Body:																				
	Gender Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/>																				
	Candidate's Consent I agree to the time and date of the assessment and am aware of the requirements of the assessment. I fully understand my rights of appeal.																				
	Candidate's Signature:																				

ASSESSMENT RESULTS SUMMARY FORM	You can use this coversheet as an <i>Assessment Results Summary Form</i> . Simply post a photocopy of this completed coversheet to NAVTTIC
--	---

NAVTTIC OFFICE ONLY	1. DATE FORM RECEIVED: <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">DD</td> <td style="text-align: center;">MM</td> <td colspan="4"></td> <td style="text-align: center;">YYYY</td> </tr> </table>									DD	MM					YYYY	2. DATE ENTERED INTO DATABASE: <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">DD</td> <td style="text-align: center;">MM</td> <td colspan="4"></td> <td style="text-align: center;">YYYY</td> </tr> </table>									DD	MM					YYYY
DD	MM					YYYY																										
DD	MM					YYYY																										

1

ASSESSMENT SUMMARY & RECORD

ACTIVITY	WRITTEN	METHOD			DESIRED OUTCOMES	RESULT	
		ORAL	PORTFOLIO	OBSERVATION		COMPETENT	NOT YET COMPETENT
NATURE OF ACTIVITY					DESIRED OUTCOMES FOR SUCCESSFUL ASSESSMENT OF COMPETENCY STANDARD: SELECTION, PROCUREMENT OF THREAD AND WAX AND THE COMPETENCY TO PERFORM SKIN EPILATION		
Practical Skill Demonstration				✓	<ul style="list-style-type: none"> Perform skin epilation using waxing and threading techniques. 		
Knowledge Assessment		✓			<ul style="list-style-type: none"> Answer any questions your Assessor may have during the practical assessment. 		
Other Requirements			✓		<ul style="list-style-type: none"> All completed course assignments Client consultation (form) Contingency plan for an unusual situation (Written Report) 		

2

CANDIDATE ASSESSMENT

Candidate's Name.....Father's Name

ALL WORK ASSESSED IN THIS COMPETENCY STANDARD MUST BE YOUR OWN WORK.

GUIDANCE TO CANDIDATE

To meet this standard you are required to perform the following tasks within **one(1) hour** timeframe:

- Perform the following skin epilation techniques as per client requirements and industry standards.
 - ✓ Perform skin epilation using hot or cold wax
 - ✓ Perform skin epilation using threading techniques.

Important Note: The following general performance criteria will be followed and performed in all the tasks (where applicable) by the candidate in order to meet this standard.

- ✓ Follow health and safety procedure as per the requirements of given task
- ✓ Prepare work station as per the requirements of task
- ✓ Select tools/ equipment as per the requirements of task
- ✓ Report to supervisor in case of any contingency after taking necessary actions
- ✓ Complete the work by following sequence of operations
- ✓ Perform task(s) within standard timeframe

ACTIVITIES	CANDIDATE RESPONSE
<p>1. Complete practical task of selection, procurement of thread and wax and skin epilation under observation by an assessor</p>	<p>During a practical assessment, under observation by an assessor, I will correctly perform the following tasks :</p> <ul style="list-style-type: none"> • Perform threading and waxing: <ul style="list-style-type: none"> ✓ Identify the techniques required for threading and waxing with the objective of keeping the clients at ease as well as obtaining best results. ✓ Shape the eyebrows according to face cuts and eye shape. ✓ Select suitable powder to absorb oil from the skin. ✓ Apply soothing lotion to prevent redness or rashes. • Below mentioned points must be followed for all treatments: <ul style="list-style-type: none"> ✓ Select and use the type of wax as per the service requirement ✓ Prepare the client for required service according to salon policies. ✓ Examine the skin condition using standard procedures. ✓ Recognise bruises and rashes. ✓ Select and arrange appropriate material, tools and equipment for required service. ✓ Perform waxing in correct direction. ✓ Evaluate the results using standard procedures and classifications. ✓ Calculate the duration and time of treatment using manufacturer's specifications. ✓ Provide aftercare advices according to given treatment. ✓ Ensure client's satisfaction in response to finished look. ✓ Report supervisor in case of any contingency. ✓ Follow health and safety standards. ✓ Applying your technical skills. ✓ Communicating with client throughout service. ✓ Organising work area before and after service. ✓ Meeting set industry timeframes for each service type. • General performance criteria: <ul style="list-style-type: none"> ✓ Follow health and safety procedure as per the requirements of given task ✓ Prepare work station as per the requirements of task ✓ Select tools/ equipment as per the requirements of task ✓ Report to supervisor in case of any contingency after taking necessary actions ✓ Complete the work by following sequence of operations ✓ Perform task(s) within standard timeframe

2. Complete knowledge assessment	<ul style="list-style-type: none"> • Complete knowledge assessment on the following topics: <ul style="list-style-type: none"> ✓ Thread used in threading ✓ Procurement of thread and wax ✓ Different types of wax and application of each as per requirement. ✓ Remedies for skin redness caused by waxing and threading
3. Any other Requirements	<ul style="list-style-type: none"> • Provide verified evidence of the following tasks <ul style="list-style-type: none"> ✓ Treatment(s) and service(s) in accordance with OHS (Occupational Health & Safety) standards in form of portfolio ✓ Client consultation (form) ✓ Contingency plan for an unusual situation (Written Report)
4. Answer any questions your Assessor may have during the practical assessment	<p>My answers to questions are correct and demonstrate my understanding of the topics and their application:</p>

3

ASSESSOR JUDGEMENT GUIDE

Candidate's Name Father's Name

INSTRUCTIONS FOR ASSESSOR

This section contains minimum evidence requirements. Oral questioning may be used to clarify candidate understanding of the topic and its application.

ACTIVITIES	MINIMUM EVIDENCE REQUIRED	YES	NO	ASSESSOR COMMENTS
1. Complete practical task of selection, Procurement of thread and wax and skin Epilation under observation by an assessor	During a practical assessment, under observation by an assessor, the candidate correctly carried out the following tasks.			
Perform threading and waxing:	Identified the techniques required for threading and waxing to keep the clients at ease as well as obtaining best results.			
	Shaped the eyebrows according to face cuts and eye shape.			
	Selected suitable powder to absorb oil from the skin.			
	Applied soothing lotion to prevent redness or rashes.			
Mentioned points are followed for all facial treatments:	Selected and used the type of wax/thread as per the service requirement			
	Applied technical skills while following industry requirements and saloon policies			
	Communicated with client throughout service as per the industry standards.			
	Organized work area before and after service.			
	Met set industry timeframes for each service type.			
	Prepared the client for required service according to salon policies.			
	Examined the skin condition using standard procedures.			
	Recognised bruises and rashes.			
	Selected and arranged appropriate material, tools and equipment for required service.			
	Performed Waxing in correct direction			
	Evaluated the results using standard procedures and classifications			
	Calculated the duration and time of treatment using manufacturer's specifications.			
	Provided aftercare advices according to given treatment.			
	Ensured client's satisfaction in response to finished look.			
Reported supervisor in case of any contingency.				
Followed health and safety standards.				
General performance criteria	Followed health and safety procedure as per the requirements of given task			

	Prepared work station as per the requirements of task			
	Selected tools/ equipment as per the requirements of task			
	Reported to supervisor in case of any contingency after taking necessary actions			
	Completed the work by following sequence of operations			
	Performed task(s) within standard timeframe			
3. Any other Requirements	All completed course assignments			
	Client consultation (form)			
	Contingency plan for an unusual situation (Written Report)			
4. Answer any questions their Assessor may have during the practical assessment	Candidate's answers to questions are correct and demonstrate understanding of the topics and their application.			
	Assessor to document below all questions asked and candidate answers. Use extra sheets if required and attach.			

4

LIST OF TOOLS, EQUIPMENT, MATERIAL AND CONTEXT OF ASSESSMENT

INSTRUCTIONS	<p>This section contains information regarding;</p> <ul style="list-style-type: none"> Context of the assessment List of required tools and equipment. List of consumable items required during the service
1. Context of Assessment	This task will be performed in real time

2. List of tools and equipment (for five candidates)		
S. No	Items	Quantity
1	Towel	10
2	Head Band	5
3	Apron	5
4	Gown	5
5	Wooden Spatula	5
6	Wax Heater	2
7	Magnifying Glass	5
8	Thread	5

3. List of consumable items (for five candidates)		
S. No	Items	Quantity
1	Talcum Powder	5 bottles
2	Wax (Cold/Hot/Sugar/Fruit/)	5 (500ml) jars
3	Soothing lotion	5 (500ml) bottles
4	Wax Strips	5 packs