

Technical College of the Lowcountry
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**COS 108
NAIL CARE**

COURSE DESCRIPTION

Course covers the following topics: the study of nail theory, natural and artificial nail care, anatomy, chemistry and safety.

3 Cr (1 lect/pres, 2 lab, 0 other)

COURSE FOCUS

This course enables the student to be knowledgeable of manicuring and pedicuring services as well as the artificial nail enhancement aspect of the cosmetology profession.

TEXT AND REFERENCES

Salon Fundamentals Textbook and Study Guide
Publisher: Pivot Point International
ISBN 978-1-924636-66-4
2nd Edition, 1st Printing, June 2010
Chapter 14

COURSE GOALS

The following list of course goals addressed in the course. These goals directly related to the performance objectives.
(*designates a CRUCIAL goal)

1. Investigate nail theory
2. Understand nail growth
3. Review nail structure
4. Assess the facts
5. Analyze shape and thickness of nails

6. Identify nail diseases and disorders
7. Indicate serious nail problems
8. List the four basic nail shapes
- *9. Determine the cause of a nail problem
10. Discuss causes of nail discoloration
11. Discern the need for a hot oil manicure
12. Learn different product systems
13. Accommodate each client's special needs
14. Consult with client
15. Explain nail services available
16. Observe clients hands and feet
17. Consider clients preferences
18. Evaluate nail condition
19. Deliver hand care
- *20. Practice sanitation procedures
21. Protect the health of the client
- *22. Experience hands on training
23. Summarize a basic manicure procedure
24. Demonstrate nail services
25. Ensure client comfort
26. Duplicate a basic pedicure
27. Enhance a clients overall image
- *28. Follow blood spill procedures
29. Greet clients confidently
30. Inform clients of retail promotions
31. Offer male manicures
32. Provide specialized nail services
33. Recommend treatment course
34. Complete client record cards
35. Conduct a french manicure procedure
36. Craft nail art
37. Maintain nail implements and equipment
38. Perform massage manipulations
39. Request satisfaction feedback
40. Respect educated professionals
41. Administer appropriate cuticle care
42. Apply nail polish accurately
43. Arrange products conveniently
44. Review artificial nail care
45. Incorporate artificial nail products
- *46. Create durable nail extensions
47. Prepare the natural nail for enhancement
- *48. Extend nail length with nail tips
49. Select correct size of nail tips
- *50. Blend monomers and polymers
51. Position acrylic material on nail plate

- *52. Produce sculptured nails
- *53. Blend and smooth imperfections
- 54. Reiterate re-balancing importance
- 55. Repair broken nails
- 56. Remove artificial nail enhancements
- 57. Watch for MMA indicators

STUDENT CONTRIBUTION

Each student will spend approximately 2.5-5 hours per week preparing for class and completing assignments to turn in weekly.

Each week students will turn in assignments as specified on Blackboard. In addition, chapter tests are to be completed as assigned. Students will also complete a final exam/project to demonstrate their knowledge of the material.

Student Attendance Policy: See student handbook within the TCL Catalog.

COURSE EVALUATION

Student evaluated by means of attendances, written assignments, chapter tests, hands on applications and a final examination.

Attendance Average = 20% of Final Grade

Average 4 Chapter quizzes & Chapter 14 Workbook completed= 30% of Final Grade

Average 6 Hands on activities = 30% of Final Grade

Final Examination= 20% of Final grade

The grading scale is as follows:

90 - 100	=	A
80 - 89	=	B
70 - 79	=	C
60 - 69	=	D
Below 60	=	F

COURSE SCHEDULE

The class meets for 4 lecture/presentation hours per week. Course content will be taught in the order that the content goals are presented in the syllabus. The schedule for this course is provided on Blackboard.

ADA STATEMENT

The Technical College of the Lowcountry provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the counselor for students with disabilities at (843) 525-8228 during the first ten business days of the academic term.

ACADEMIC MISCONDUCT

There is no tolerance at TCL for academic dishonesty and misconduct. The College expects all students to conduct themselves with dignity and to maintain high standards of responsible citizenship.

It is the student's responsibility to address any questions regarding what might constitute academic misconduct to the course instructor for further clarification.

The College adheres to the Student Code for the South Carolina Technical College System. Copies of the Student Code and Grievance Procedure are provided in the *TCL Student Handbook*, the Division Office, and the Learning Resources Center.

ATTENDANCE

The College's statement of policy indicates that students must attend ninety percent of total class hours or they will be in violation of the attendance policy.

- Students not physically attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING. Reinstatement requires the signature of the division dean.
- Students taking an online/internet class must sign in **and** communicate with the instructor within the first ten calendar days from the start of the semester to indicate attendance in the class. Students not attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.
- Reinstatement requires the signature of the division dean.

In the event it becomes necessary for a student to withdraw from the course **OR if a student stops attending class, it is the student's responsibility to initiate and complete the necessary paperwork.** Withdrawing from class may have consequences associated with financial aid and time to completion.

When a student exceeds the allowed absences, the student is in violation of the attendance policy. The instructor MUST withdraw the student with a grade of "W", "WP", or "WF" depending on the date the student exceeded the allowed absences and the student's progress up to the last date of attendance

or

under extenuating circumstances and at the discretion of the faculty member teaching the class, allow the student to continue in the class and make-up the work. This exception must be documented at the time the allowed absences are exceeded.

Absences are counted from the first day of class. There are no "excused" absences. All absences are counted, regardless of the reason for the absence.

- A student must take the final exam or be excused from the final exam in order to earn a non-withdrawal grade.

A copy of TCL's STATEMENT OF POLICY NUMBER: 3-1-307 CLASS ATTENDANCE (WITHDRAWAL) is on file in the Division Office and in the Learning Resources Center.

HAZARDOUS WEATHER

In case weather conditions are so severe that operation of the College may clearly pose a hardship on students and staff traveling to the College, notification of closing will be made through the following radio and television stations: WYKZ 98.7, WGCO 98.3, WGZO 103.1, WFXH 106.1, WWVW 106.9, WLOW 107.9, WGZR 104.9, WFXH 1130 AM, WLVA 101.1, WSOK 1230 AM, WAEV 97.3, WTOG TV, WTGS TV, WJWJ TV, and WSAV TV. Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System. www.tcl.edu/textalert.asp

EMERGENCY TEXT MESSAGE ALERT

Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System. Participants receive immediate notification of emergency events and weather cancellations via text messaging on their cell phones. Participants can also opt in to receive non-emergency news and announcements. Go to www.tcl.edu. On the homepage, click on "emergency Text Alert at TCL" and fill out the form or go to www.tcl.edu/textalert.asp

SYLLABUS SAFETY ADDENDUM

Purpose

The purpose of this safety addendum is to provide each student with safety guidelines during an incident, emergency, or disaster at TCL. In addition, it provides students guidelines for lockdown procedures, evacuation procedures, and active shooter.

Definition

An incident is any event, potential or actual, that may impact normal operations but has no immediate health or life threatening consideration or serious effect on the overall functional capacity of the College. An event of this nature should be reported to the Office of the Vice President for Administrative Services. Also notify the off-site campus administrator if applicable.

An emergency is any incident, potential or actual, which may endanger life or health or which affects an entire building or buildings, and will disrupt the overall operations of the College. Outside emergency services will probably be required, as well as major efforts from campus support services. Major policy considerations and decisions will usually be required from the college administration during times of crises. An emergency should be reported immediately by directly using 911 if life or health/injury considerations exist and then to the Office of the President or Vice President for Administrative Services as quickly as possible. Also notify the off-site campus administrator if applicable.

A disaster is any event or occurrence that has taken place and has seriously impaired or halted the operations of the College. In some cases, mass personnel casualties and severe property damage may be sustained. A coordinated effort of all campus-wide resources is required to effectively control the situation. Outside emergency services will be essential. In all cases of disaster, an Emergency Control Center will be activated, and the appropriate support and operational plans will be executed. The disaster should be immediately reported, first by calling 911 and then to the Office of the President or Vice President for Administrative Services. Also notify the off-site campus administrator if applicable.

Types of Emergencies

- ☐ Hurricane
- ☐ Tornado
- ☐ Fire
- ☐ Biochemical or Radiation Spill

- ❑ Explosion/Bomb
- ❑ Downed Aircraft (crash which directly impacts campus operations)
- ❑ Utility Failures
- ❑ Violent or criminal behavior
- ❑ Psychological Crisis

Procedures

Active Shooter

Run/hide/fight (<http://www.fbi.gov/about-us/cirg/active-shooter-and-mass-casualty-incidents/run-hide-fight-video>)

Building Evacuation

1. Building evacuations occur when an alarm sounds and/or upon notification by Security or the Emergency Director.

2. When the building evacuation alarm is activated during an emergency, individuals should exit according to the building evacuation plan and alert others to do the same.

3. Once outside, individuals should proceed to a clear area that is at least 500 feet away from the affected building. Streets, fire lanes, hydrant areas and walkways should be kept clear for emergency vehicles and personnel.

4. Individuals should not return to an evacuated building unless told to do so by Security or the Emergency Director.

5. Individuals should assist persons with disabilities in exiting the building. Elevators are reserved for disabled persons

Campus Evacuation

1. A uniformed Security Guard, the Emergency Director, or an Emergency Resource Team member will announce evacuation of all or part of the campus grounds.

2. All persons (students and staff) are to immediately vacate the campus, or in the case of a partial evacuation relocate to another part of the campus grounds as directed.

Lockdown

1. Clear the halls
2. Report to the nearest classroom/office
3. Assist those needing special assistance

4. Ensure classroom/office doors are closed and locked
5. Turn off lights
6. Stay away from doors and windows (out of the line of sight)
7. BE QUIET and follow instructor's directions
8. Silence cell phones
9. Wait for the "All Clear" before leaving

Developed/Revised: November 2014