Instructors: Ms. Ly, Ms. Carpenter
Office Location: B100
Office Hours: Tue-Thu 4:30 – 5:00 pm
Phone: 510-464-3287
Email: kimly@peralta.edu

Handouts and information are at [http://www.laneycosm.com/](http://www.laneycosm.com/) under THEORY

**Required Textbooks:**
1. Milady Standard Cosmetology 2016 Textbook
   Milady’s Standard Cosmetology Theory Workbook
   Milady’s Standard Cosmetology Practical Workbook
   Standard Cosmetology Exam Review

**Recommended Online Practice:**
1. Milady U Online Licensing Preparation: at [http://www.cengagebrain.com](http://www.cengagebrain.com)
   Online ISBN-10: 1133278256

**Required Equipment:**
- Computer: go to library or F170 if you don’t have one
- Notebook, paper, pen or pencil, scantrons

Uniform: Mandatory
Clean, black smock top (or shirt from the kit), black pants or skirt, black shoes with closed heel and toe.

**Please turn off cell phones and all other devices before you enter the classroom. If you want to make or receive a call, please leave the room.**

**Attendance Policy:**
Students are allowed five absences. You will be dropped on the fifth absence, see your instructor for an exception. (see Student Handbook, page 5)

**Course Description:**
Beginning cosmetology theory: Bacteriology, public health and safety, HIV and hepatitis, disinfection and sanitation, hygiene and grooming; professionalism and ethics; State Board Rules and Regulations Act and Performance Criteria; dermatology, trichology, onychology structure and function, disorders and diseases, related anatomy and physiology.

**Learning Outcomes:** after completing this course, students will be able to
- Recognize and classify different types of bacteria
- Sanitize and disinfect various salon tools and surfaces according to State Board requirements
- Explain the importance of anatomy and physiology to the cosmetology profession
- Describe body systems, organs, and tissues and explain their basic functions
- Describe disorders of the skin, nails and scalp
- Have knowledge of hair, nails and skin services
- Have knowledge of State Board Rules and Regulations

**Grading Policy***:
<table>
<thead>
<tr>
<th>Assignment</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Theory Workbook and Assignments</td>
<td>20%</td>
</tr>
<tr>
<td>Weekly tests every Friday</td>
<td>40%</td>
</tr>
<tr>
<td>Midterm: Mar 27</td>
<td>20%</td>
</tr>
<tr>
<td>Final: Mon May 18 and Wed May 20</td>
<td>20%</td>
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</tbody>
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*chapter test every Friday in G205 on either paper or computer

*A >= 90%. B >= 75%. C >= 70%. D >= 55%. F < 55%
## THEORY I

**Assignments:** daily assignment and chapter test every Friday (paper or computer)

<table>
<thead>
<tr>
<th>Date</th>
<th>Week</th>
<th>Assignments</th>
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<tbody>
<tr>
<td>Jan 26-30</td>
<td>Week 2</td>
<td>Chap 5: Infection control: principles &amp; practice</td>
</tr>
<tr>
<td>Feb 2-6</td>
<td>Week 3</td>
<td>Chap 11: Properties of the Hair and Scalp.</td>
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<tr>
<td>Feb 17-20</td>
<td>Week 5</td>
<td>Chap 6: Anatomy and Physiology</td>
</tr>
<tr>
<td>Feb 23-27</td>
<td>Week 6</td>
<td>Chap 7: Skin structure, growth - Chap 8: Skin diseases &amp; disorders</td>
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<tr>
<td>Mar 2-6</td>
<td>Week 7</td>
<td>Chap 9: Nail structure, growth - Chap 10: Nail diseases &amp; disorders</td>
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<td>Mar 9-13</td>
<td>Week 8</td>
<td>Chap 25, 26: Manicuring &amp; Pedicuring. Chap 27, 28: Nail tips and wraps. Sculpture nails. UV gel</td>
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<tr>
<td>Mar 16-20</td>
<td>Week 9</td>
<td>Chap 23: Facials - Chap 22 and 24: Hair Removal. Makeup</td>
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<tr>
<td>Mar 23-27</td>
<td>Week 10</td>
<td><strong>Review all of the above topics</strong></td>
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<tr>
<td>Mar 30 – Apr 3</td>
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<td>Midterm – Friday, Mar 27: cover all of the above topics</td>
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<tr>
<td>Apr 6-10</td>
<td>Week 11</td>
<td>Chap 12: Basics of Chemistry</td>
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<tr>
<td>Apr 13-17</td>
<td>Week 12</td>
<td>Chap 13: Basics of Electricity</td>
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<tr>
<td>Apr 20-24</td>
<td>Week 13</td>
<td>Chap 20: Chemical texture services – Permanent Wave</td>
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<tr>
<td>Apr 27 – May 1</td>
<td>Week 14</td>
<td>Chap 20: Chemical texture services – Chemical Straightening</td>
</tr>
<tr>
<td>May 4 - 8</td>
<td>Week 15</td>
<td>Chap 21: Haircoloring</td>
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<tr>
<td>May 11 - 14</td>
<td>Week 16</td>
<td><strong>Review all of the above topics</strong></td>
</tr>
<tr>
<td>May 18 - 22</td>
<td>Week 17</td>
<td><strong>Review all of the above topics</strong></td>
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*Theory Final Exam, Mon May 18 and Wed May 20, 5:00 pm – 5:50 pm
Thu May 21: Semester Grade. All corrections if needed*

I wish to make this course as accessible as possible to students with disabilities that may affect any aspect of course assignments or participation. I encourage you to communicate with me by the second week of the course about any accommodations that will improve your experience in (or access to) this course. You can also contact the Disability Services and Programs for Students at 510-464-3428 for assistance.

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