# ORIENTATION AND REVIEW OF COSMETOLOGY CURRICULUM

Course Syllabus

<table>
<thead>
<tr>
<th>Course Number:</th>
<th>PMI-0520</th>
<th>OHLAP Credit:</th>
<th>No</th>
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<tbody>
<tr>
<td>OCAS Code:</td>
<td>None</td>
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<tr>
<td>Course Length:</td>
<td>30 Hours</td>
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<tr>
<td>Career Cluster:</td>
<td>Human Services</td>
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<td>Career Pathway:</td>
<td>Personal Care Services</td>
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<td>Career Major(s):</td>
<td>Practicing Master Instructor</td>
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**Pre-requisite(s):**

(Hours per student are set by the Oklahoma State Board of Cosmetology licensure guidelines.)

**Course Description:**

This course is a licensure prerequisite and includes an introduction to the fundamentals of instruction of students and a general review of the curriculum. The practicing master instructor will learn the qualities and characteristics of a Master Educator, the roles of the instructor, how important it is to have a constant pursuit of knowledge and professional ethics and human relations. The practicing master instructor will also gain the knowledge of having a teaching plan, being organized and prepared for classes/courses, motivating the students and will become familiar with the teaching tools and materials.

**Textbooks:**

*Milady’s Master Educator Student Course Book second edition. Cengage Learning 2009*

*Oklahoma State Board of Cosmetology laws, rules and regulations book 2009*

**Course Objectives:**

A. Understand the importance of developing the qualities and characteristics desired in a master educator
B. Perform the key concepts in time management and event control
C. Put into practice the strategies for building self-confidence
D. Practice the steps for independent action and self-control
E. Implement the actions for self-motivation
F. Practice the steps to developing a winning personality and positive attitude.
G. Define the importance of being organized
H. List reasons why a Master educator must be prepared with a teaching plan
I. Understand the importance of becoming familiar with the teaching materials and tools that will be used in the classroom and in the clinic floor.

1 ODCTE Objective

All unmarked objectives are TTC instructor developed.

**Teaching Methods:**

The class will primarily be taught by the lecture and demonstration method and supported by various media materials to address various learning styles. There will be question and answer sessions over material covered in lecture and media presentations. Supervised lab time is provided for students to complete required projects.
Grading Procedures:
1. Students are graded on theory and shop practice and performance.
2. Each course must be passed with seventy five (75%) percent or better.
3. Grading scale: A=90-100%, B=80-89%, C=70-79%, D=60-69%, F=50-59%.

Description of Classroom, Laboratories, and Equipment:
Tulsa Technology Center campuses are owned and operated by Tulsa Technology Center School District No. 18. All programs provide students the opportunity to work with professionally certified instructors in modern, well-equipped facilities.

Available Certifications/College Credit:
The student may be eligible to take state, national or industry exam after completion of the program. College credit may be issued from Oklahoma State University-Okmulgee or Tulsa Community College. See program counselor for additional information.

College Credit Eligibility:
The student must maintain a grade point average of 2.5 or better.