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| C:\Documents and Settings\User\My Documents\My Pictures\JPK's logo.jpgC:\Documents and Settings\User\My Documents\My Pictures\sldn's logo.jpg  LEARN AND WORK ASIGNMENT  (LWA) | | | |
| NOSS  (CODE NOSS) | MAKE-UP ARTISTRY  (MP-063-3:2012) | | |
| Competency Unit Title  (CU CODE) | STAGE MAKE UP  (MP-063-3:2012-C04) | LEVEL | 2 |
| Competency Unit Descriptor | Performance artistes such as theatrical actors wear makeup on stage to transform their looks into the characters they are playing. Stage make-up creates realistic appearances required by the mood and script of the event, making it a crucial part of a stage production. Likewise, artistes such as singers and dancers performing on the stage or those appearing in television wear makeup to make their faces and expressions visible to the audience. Makeup can emphasize facial features that would otherwise be washed out by stage lights. Stage make-up is achieved using make-up, paint, wigs and other accessories.  The person who is competent in this competency unit shall be able examine talent’s face, carry out face cleansing base product application, apply make-up to the talent, carry out stage make-up finishing and post bridal according to client’s requirement.    The outcome of this competency is to produce unique look of talent who are performing stage performance.  The personnel who are to be trained for this competency must in prior have the following competencies:   1. Competence in CU 1: Day and Dinner make-up 2. Competence in CU 2: Photo shoot make-up | | |
| Candidate Name |  | | |
| Candidate I/C  Number |  | | |
| Company’s Name |  | | |

CU WORK ACTIVITY STATEMENT: STAGE MAKE UP

DURATION: 120 HOURS

A.SETTING GOAL \*:

You are required to perform stage make up activities based on performance criteria below:

* 1. Work area, tools and equipment cleanliness and hygiene are maintained
  2. Types of stage event (such as show performance, TV program, theatre, etc.) and theme are defined and confirmed with client.
  3. Job specification is defined and confirmed with client
  4. Make-up concept with regard to event ‘s requirements is proposed
  5. Stage show schedule is obtained and confirmed from the clients
  6. Stage lighting setting up information is obtained from the clients with regards to the job specification
  7. Work area is organized with regard to emergency procedure to ensure talents’ comfort and safety
  8. Make-up tools, equipment and products are arranged accordingly
  9. Workplace cleanliness and personal hygiene are maintained
  10. Work area ergonomics, deportment and posture are practiced.
  11. Safe keeping of stage make-up area for talents’ privacy is practiced
  12. Clients face structure, skin type, skin texture and skin defect defined to
  13. Determine talent’s contra indication.
  14. Suitable products and treatment recognized with regards to the skin analysis result.
  15. Clients face condition is explained to the talent
  16. Carry out face cleansing and base product application
  17. Oil and dirt removed from face and selected body area in accordance with face cleansing technique
  18. Unnecessary hairs indicated and removed
  19. Client eyebrow is shaped and client’s skin radiant is enhanced
  20. Base products (such as: primer, sun-block, ampoules, concealer , foundation etc ) applied on clients face
  21. Talent’s eyebrow is coloredusing suitable eyebrow pencil.
  22. Suitable eye-shadow colors are chosen, blended and applied on the clients upper eyelid.
  23. Suitable eyeliner colour is chosen and applied on the edges of the talent’s eyelids.
  24. Suitable mascara colour is chosen and applied on the clients eyelash
  25. Fake eye lash is fixed
  26. Suitable blusher colours are chosen, blended and applied on the clients cheek
  27. Suitable lip gloss colours are chosen, blended and applied on the client’s lips
  28. Suitable lip liner colours are chosen, blended and applied on the edges of the clients lips
  29. Refreshing water for make-up lasting (such as: charge water, thermal spray) is sprayed in accordance with stage make-up procedure.
  30. Finished make-up is checked in accordance with stage make-up procedure.
  31. Client is dressed and accessorized in accordance with in accordance with job specification and stage make-up procedure
  32. Clients hair is styled in accordance with job specification
  33. Clients stage make-up is touched up and enhanced in accordance with company guideline
  34. Stage make-up is carried out according to allocated time and duration
  35. Effectiveness of stage make-up is checked in accordance with job specification and company guideline.
  36. Feedback from talent and client is recorded in accordance with company SOP.
  37. Make-up products residues are cleaned and tidied up in accordance with company housekeeping practice.
  38. Make-up tools disinfected, sanitised and sterilised in accordance with company SOP and post make-up procedure
  39. Make-up products are counted, listed, replenished, arranged and stored in accordance with company

B.PLANNING

You are required to plan activities to achieve listed setting goal of performing stage make up activities by using resources listed below:

2.1 Identify tools, equipment and materials for stage make up according to list below

|  |  |
| --- | --- |
| ITEMS | RATIO  (TEM : Trainees) |
| 1) Brushes  2) Sponges  3) Scissors, blades and tweezers  4) Make-up apron  5) Head band / hair grip  6) Towels  7) Cotton buds  8) Facial cotton  9) Wet tissue / tissue  10) Eye lashes curler  12) Cleanser  13) Toner  14) Serum / ampoules / moisturiser  15) Foundation / cream / liquid / mousse / sticks.  16) Concealer  17) Loose powder / compact / two way cake / pressed powder.  18) Eye shadow, mascara, eye brow (pencil, powder), eye liner (pencil / liquid / cream / gel / powder)  19) Blusher (cream, powder)  20) Lip liner, lipstick and lip gloss.  21) Fake eyelashes  22) Accessories according to concept  23) Surgical adhesive  24) Sample of job checklist | 1:1  1:1  1:1  1:1  1:1  1:1  1:1  1:1  1:1  1:1  1:10  1:10  1:10  1 :1  1 :1  1 :1  1 :1  1:1  1:1  1:1  1:1  1:1  1:1 |

2.2 Refer to references below as a guidance to perform this activity.

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| --- |
| 1. Gretchen Davis, Mindy Hall (2012) The Makeup Artist Handbook, Second Edition: Techniques for Film, Television, Photography, and Theatre.  Focal Press (2nd Ed.). ISBN-13: 978-0-240-81894-8  2. Helen Hall McLean (2002) Behind the Scenes: The Most Comprehensive Illustrated Guide to Professional Makeup Artistry, Published by  Evergreen Press, ISBN-13: 978-0-88106-157-4  3. Jemma Kidd (2009) Make-up Masterclass: Beauty Bible of Professional Techniques and Wearable Looks. St. Martin's Press.  ISBN-13: 978-0-312-57371-3  4. Scott Barnes (2011) About Face : Amazing Transformations Using the Secrets of the Top Celebrity Makeup Artist. Fair Winds Press. ISBN-13: 978-1-59233-488- |

1. DESICION MAKING

You are required to get coach approval before performing stage make up activity.

1. EXECUTE & MONITORING

You are required to perform stage make up activity according to steps below:

3.1 Practise personal hygiene and professional code of ethics.

* 1. Determine client’s requirement
  2. Prepare stage make up work area, tools, equipment and products

3.3.1 Organise work area that comply with ergonomics practice

3.3.2 Arrange make-up tools

3.3.3 Determine make-up products.

3.3.4 Prepare make-up accessories

3.4 Analyse client’s face

* + 1. Determine client’s facial feature.
    2. Identify client’s skin type, skin texture and skin defect.
    3. Identify client’s contra indication.
    4. Determine suitable make up products.

3.5 Carry out skin preparation and base product application

3.5.1 Clean client face from impurities

3.5.2 Apply base product on client’s face using corrective make up technique.

1. Blending
2. Shading,
3. Highlighting and
4. Camouflaging.

3.6 Execute stage make up according to procedure and technique

3.6.1 Groom eyebrow

3.6.2 Apply eye shadow and blusher according to correct blending technique

3.6.3 Apply eyeliner, mascara lip liner, lipstick, lip gloss and false eyelashes

3.7 Check final stage make up touch up according to procedure and technique

3.8 Perform stage post make-up.

3.8.1 Collect and analyse client’s feedback for service improvement.

3.8.2 Update client’s consultation card

3.9 Give after care advice on photo shoot make up removal technique

3.10 Upkeep work place cleanliness and hygiene.

3.10.1 Clean-up and tidy-up make-up products residues

3.10.2 Disinfect, sanitise and sterilise make-up tools

3.10.3 Count, list, replenish, arrange and store make-up products

3.11 Comply with attitude, safety and environment listed below when performing this activity

|  |  |
| --- | --- |
| Attitude | 1. Have analytical mind in interpreting job specification and job scope 2. Punctual and reasonable time planning 3. Analytical, proactive and systematic in preparing make-up work area, tools, equipment and products 4. Thorough and detail in analysing talent’s skin 5. Accuracy in analysing client’s contra indication 6. Efficient when executing face cleansing 7. Detail in applying base products to cover client’s imperfection 8. Creative in applying make-up colouring 9. Time consideration when applying day and special occasion make-up 10. Accurate in selecting the right tools and product to achieve desired result 11. Detail in checking finished make-up result 12. Creative when styling talent’s hair 13. Precise in cleaning, arranging tools and recording job checklist |
| Safety | 1. Adhere to personal grooming during discussion with clients 2. Adhere ergonomics practice when preparing work area 3. Adhere to Work place safety requirement 4. Cautious to talent’s skin contra indication 5. Ensure safety when using sharp tools 6. Follow ergonomic practice when applying make-up 7. Adhere to work place safety requirement. 8. Cautious when spraying client’s face to prevent from entering client’s eyes |
| Environment | 1. Ensure cleanliness and hygiene of work area and tools 2. Ensure make-up residues dispose according to company’s guideline 3. Adhere to hygiene practice |

* 1. Apply core abilities listed below when performing this activity

|  |  |
| --- | --- |
| Social Skills | Core Abilities |
| Communication skills. | 02.11 Convey information and ideas to people.  03.10 Provide consultations and counseling  03.16 Identify and assess client/customer needs.  06.07 Develop and maintain networks. |
| Conceptual skills | 01.11 Apply thinking skills and creativity  03.16 Identify and assess client/customer needs. |
| Interpersonal skills | 01.11 Apply thinking skills and creativity.  02.11 Convey information and ideas to people. |
| Leadership skills | 03.13 Develop and maintain team harmony and resolve conflicts.  03.09 Manage and improve performance of individuals.  03.14 Facilitate and coordinate teams and ideas. |
| Learning skills | 01.11 Apply thinking skills and creativity.  03.15 Liaise to achieve identified outcomes. |
| Multitasking and prioritizing | 02.10 Prepare reports and instructions  05.01 Implement project/work plans. |
| Self-discipline | 02.10 Prepare reports and instructions.  05.01 Implement project/work plans. |
| Teamwork | 03.09 Manage and improve performance of individuals.  03.13Develop and maintain team harmony and resolve conflicts. |

1. EVALUATING

You are required to evaluate stage make up activities using checklist below.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A | ASSESSMENT CRITERIA  (60%) | MARKS GIVEN BY APPRENTICE | | | | | MARKS GIVEN BY  COACH | | | | |
| 0 | 1-2 | 3-4 | 5-6 | 7 | 0 | 1-2 | 3-4 | 5-6 | 7 |
| 1 | Type of stage make–up selected according to event |  |  |  |  |  |  |  |  |  |  |
| 2. | Client’s skin texture and contra indication checked and recorded in consultation card. |  |  |  |  |  |  |  |  |  |  |
| 3. | Work area, tools, equipment and materials prepared and arranged in accordance to safety & health requirement |  |  |  |  |  |  |  |  |  |  |
| 4. | Skin preparation technique applied   * Wipes * Cleanse * Toner/Refresh water * Moisturizer/primer * Etc |  |  |  |  |  |  |  |  |  |  |
| 5. | Base products selected and applied using corrective make up technique.   * Blending * Shading, * Highlighting and * Camouflaging. |  |  |  |  |  |  |  |  |  |  |
| 6. | Eye shadow and blusher applied according to correct blending technique |  |  |  |  |  |  |  |  |  |  |
| 7. | Eyeliner, mascara lip liner,lipstick,lip gloss and false eyelashes applied according to procedure and technique |  |  |  |  |  |  |  |  |  |  |
| 8. | Custom-made make-up accessories prepared and fixed on the client’s face |  |  |  |  |  |  |  |  |  |  |
| 9. | Final touch up makeup is carried out. |  |  |  |  |  |  |  |  |  |  |
| 10. | Finished makeup is checked to meet criteria:   * theme/concept/event * colour selection (matte/shimmer) * colour mixing * colour blending * fine artwork |  |  |  |  |  |  |  |  |  |  |
| 11. | Removal technique of stage make up advised |  |  |  |  |  |  |  |  |  |  |
| 12. | Make-up tools & equipment cleaned, disinfected, sanitized, sterilized and stored |  |  |  |  |  |  |  |  |  |  |
| 13 | Make-up is carried out within allocated time/ duration |  |  |  |  |  |  |  |  |  |  |
|  | SUBTOTAL | A1 | | | | | A2 | | | | |
|  | FULL MARKS | 91 | | | | | 91 | | | | |
| B | ATTITUDE/SAFETY/  ENVIRONMENT  (20%) | MARKS GIVEN BY APPRENTICE | | | | | MARKS GIVEN BY  COACH | | | | |
| 0 | 1-2 | 3-4 | 5-6 | 7 | 0 | 1-2 | 3-4 | 5-6 | 7 |
| 1 | Attitude |  |  |  |  |  |  |  |  |  |  |
| 2. | Safety |  |  |  |  |  |  |  |  |  |  |
| 3 | Environment |  |  |  |  |  |  |  |  |  |  |
|  |  | B1 | | | | | B2 | | | | |
|  |  | 21 | | | | | 21 | | | | |
| C | EMPLOYABILITY SKILLS  (SOCIAL SKILLS)  (20%) | MARKS GIVEN BY APPRENTICE | | | | | MARKS GIVEN BY  COACH | | | | |
| 0 | 1-2 | 3-4 | 5-6 | 7 | 0 | 1-2 | 3-4 | 5-6 | 7 |
| 1 | Communication Skills |  |  |  |  |  |  |  |  |  |  |
| 2 | Conceptual Skills |  |  |  |  |  |  |  |  |  |  |
| 3 | Interpersonal Skills |  |  |  |  |  |  |  |  |  |  |
| 4 | Leadership Skills |  |  |  |  |  |  |  |  |  |  |
| 5 | Learning Skills |  |  |  |  |  |  |  |  |  |  |
| 6 | Multitasking & Prioritizing |  |  |  |  |  |  |  |  |  |  |
| 7 | Self-discipline |  |  |  |  |  |  |  |  |  |  |
| 8 | Teamwork |  |  |  |  |  |  |  |  |  |  |
|  |  | C1 | | | | | C2 | | | | |
|  | FULL MARKS | 56 | | | | | 56 | | | | |

CALCULATION TABLE

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | MARKS GIVEN BY APPRENTICE | MARKS GIVEN BY COACH | WEIGHTED MARKS GIVEN BY  APPRENTICE | WEIGHTED MARKS GIVEN BY COACH |
| ASSESSMENT CRITERIA | A1 | A2 | A1 /91X 60 | A2 /91X 60 |
| ATTITUDE,SAFETY &ENVIRONMENT | B1 | B2 | B1 / 21X 20 | B2 / 21X 20 |
| EMPLOYABILITY SKILLS (SOCIAL SKILLS) | C1 | C2 | C1 /56X 20 | C2 /56X 20 |
| Total | | | X | Y |
| Ratio of Percentage (Apprentice: Coach) | | | 20% | 80% |
| Grand Total | | | (20/100 x X) + (80/100 x Y) | |

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| --- |
| COMMENTS/ RECOMMENDATIONS BY COACH |

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COACH: APPRENTICE:

DATE: DATE: