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| C:\Documents and Settings\User\My Documents\My Pictures\JPK's logo.jpg  LEARN AND WORK ASIGNMENT  (LWA)  C:\Documents and Settings\User\My Documents\My Pictures\sldn's logo.jpg | | | |
| NOSS  (CODE NOSS) | MAKE-UP ARTISTRY  (MP-063-3:2012) | | |
| Competency Unit Title  (CU CODE) | HIGH FASHION MAKE UP  (MP-063-3:2012-C01) | LEVEL | 3 |
| Competency Unit Descriptor | High Fashion Make-up is the type of make-up used on individuals, most likely talents, during fashion event. The objective is to create appearance that match and suit with the colour, event theme, costume, accessories, lighting effect and environment. High fashion make-up is achieved using cosmetic, paint, wigs and other accessories.  The person who is competent in this competency unit shall be able to examine talent’s face, apply make-up according to event requirement and perform post make-up according to client’s requirement  The outcome of this competency is to produce unique look of talent who are performing stage performance. | | |
| Candidate Name |  | | |
| Candidate I/C  Number |  | | |
| Company’s Name |  | | |

CU WORK ACTIVITY STATEMENT: HIGH FASHION MAKE UP

DURATION: 216 HOURS

A.SETTING GOAL \*:

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

* 1. Job specification is defined and confirmed with client through discussion
  2. Event theme is indicated and defined with client
  3. Talent’s costume and accessories are indicated and confirmed with client
  4. Lighting requirement with regard to the job specification is determined through discussion with photographer
  5. Work plan is prepared with regard to the event schedule
  6. Work area is organised with regard to emergency procedure and event manager
  7. Make-up tools, equipment and products are arranged accordingly
  8. Work area ergonomics, deportment and posture are practised.
  9. Workplace cleanliness and personal hygiene are maintained
  10. Talent’s face structure, skin type and skin is checked to identify any defect
  11. Talent’s contra indication is identified
  12. Face analysis result is explained to the talent
  13. Suitable product is selected and recommended to the talent
  14. Face and selected body area are cleaned
  15. Base products are selected with regard to the face analysis result and applied on the talent’s face guideline
  16. Suitable eyebrow pencil is use to colour talent’s eyebrow.
  17. Suitable eye-shadow colours are chosen, blended and applied on the talent’s upper eyelid.
  18. Suitable eyeliner colour is chosen and applied on the edges of the talent’s eyelids.
  19. Suitable mascara colour is chosen and applied on the talent’s eyelash
  20. Suitable blusher colours are chosen, blended and applied on the talent’s cheek.
  21. Suitable lip liner colours are chosen, blended and applied on the edges of the talent’s lips
  22. Suitable lipstick colours are chosen, blended and applied on the talent’s lips
  23. Suitable lip gloss colours are chosen, blended and applied on the talent’s s lips
  24. Work area, tools and equipment cleanliness and hygiene are maintained
  25. Refreshing water ( such as: charge water, thermal spray water ) is sprayed on the talent’s face for make-up lasting
  26. Finished make-up is checked to ensure quality furnishing
  27. Talent is dressed and accessorised accordingly
  28. Talent’s hair is styled
  29. Talent’s make-up is touched up and enhanced to maintain pleasant make-up
  30. Make-up is carried out according to allocated time/ duration
  31. Effectiveness of high fashion make-up is checked to ensure client’s requirement is complied.
  32. Feedback from client is recorded and analysed for service improvement.
  33. Make-up products residues are cleaned and tidied up in accordance with company housekeeping practice.
  34. Make-up tools are disinfected, sanitised and sterilised in accordance with company SOP
  35. Make-up products are counted, listed, replenished, arranged and stored in accordance with company inventory procedures.

B.PLANNING

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

2.1 Identify tools, equipment and materials for high fashion 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. Claire B. Shaeffer, Glee Barre (Illustrator) (2001). *High Fashion Sewing Secrets from the World's Best Designers: A Step-By-Step Guide to Sewing Stylish Seams, Buttonholes, Pockets, Collars, Hems, And More (Rodale Sewing Book).* Rodale Books. ISBN-13: 978-1-57954-415-7  2. Cy Tymony (2011). *Super Sneaky Uses for Everyday Things : Power Devices with Your Plants, Modify High-Tech Toys, Turn a Penny into a Battery, Make Sneaky Light-up Nails and Fashion Accessories, and Perform Sneaky Levitation with Everyday Things* (1st Edition). Andrews Mcmeel Publishing. ISBN-13: 978-1-4494-0814-5  3. Jemma Kidd, Vikki Grant (2009). *Jemma Kidd Make-up Masterclass: Beauty Bible of Professional Techniques and Wearable Looks*. St Martins Pr. ISBN-13: 978-0-312-57371-3  4. Penny Delamar (2003). *The complete make-up artist: working in film, fashion, television and theatre* (2nd Edition). Northwester  5. Vincent J-R. Kehoe (1995). *The Technique of the Professional Make-Up Artist* (3rd Edition). Taylor & Francis Us. ISBN-13: 978-0-240-80217-6 |

1. DESICION MAKING

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

1. EXECUTE & MONITORING

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

3.1 Practise personal hygiene and professional code of ethics.

3.2 Determine high fashion make-up job scope

3.2.1 Check client’s indication and contraindication

* Record indication and contraindication in client’s consultation card

3.2.2 Identify types of high fashion make up event and concept

3.2.3 Create and design various types of custom-made make-up accessories from natural substances

3.3 Prepare work area, tools, equipment and make-up products

3.3.1 Organise work area that comply with ergonomics practice

3.3.2 Determine make-up products.

3.3.3 Prepare make-up accessories

3.3.4 Arrange make-up tools

3.4 Carry out skin preparation

3.4.1 Clean client face from impurities

3.4.2 Apply base product on talent’s face according to procedure and technique

3.5 Execute high fashion make-up according to procedure and technique

3.6 Checkfinal high fashion make up touch up according to procedure and technique

3.7 Perform high fashion post make-up.

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

3.7.5 Update client’s consultation card

3.8 Remove high fashion make up according to procedure and technique

3.9 Upkeep work place cleanliness and hygiene

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

3.9.2 Disinfect, sanitise and sterilise make-up tools

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

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

|  |  |
| --- | --- |
| Attitude | 1. Detail in defining high fashion make-up 2. Thorough in interpreting factors that influence high fashion make-up 3. Analytical, proactive and systematic in preparing make-up work area, tools, equipment and products 4. Efficient when executing face cleansing 5. Detail in applying base products to cover client’s imperfection 6. Creative in carrying out corrective technique to create different look of body 7. Cost conscious when creating custom-made make-up accessories. 8. Detail in checking finished make-up result 9. Creative when dressing talent 10. Precise in cleaning, arranging tools and recording job checklist |
| Safety | 1. Adhere to work area ergonomics practice 2. Ensure safety when using sharp tools 3. Adhere ergonomic practice when applying make-up |
| 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 |

3.11 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.  03.13 Develop and maintain team harmony and resolve conflicts. |

1. EVALUATING

You are required to evaluate high fashion 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 high fashion make up selected according to event |  |  |  |  |  |  |  |  |  |  |
| 2 | Client’s contraindication checked and recorded in consultation card. |  |  |  |  |  |  |  |  |  |  |
| 3. | Work area, tools, equipment & materials prepared & arranged in accordance to safety & hygiene requirement. |  |  |  |  |  |  |  |  |  |  |
| 4. | Skin preparation technique applied   * Wipes * Cleanse * Moisturizer/cream * Etc |  |  |  |  |  |  |  |  |  |  |
| 5 | Base products selected and applied on the client’s face according to procedure and technique |  |  |  |  |  |  |  |  |  |  |
| 6 | Custommade makeup accessories created and designed from natural substances according to concept |  |  |  |  |  |  |  |  |  |  |
| 7 | Final touch up makeup is carried out |  |  |  |  |  |  |  |  |  |  |
| 8 | Finished makeup is checked to meet criteria:   * theme/concept/event * colour selection (matte/shimmer) * colour mixing * colour blending * fine artwork |  |  |  |  |  |  |  |  |  |  |
| 9 | Make-up tools & equipment cleaned, disinfected, sanitized, sterilized and stored |  |  |  |  |  |  |  |  |  |  |
| 10. | Removal technique of high fashion make up advised |  |  |  |  |  |  |  |  |  |  |
| 11 | Make-up is carried out within allocated time/ duration |  |  |  |  |  |  |  |  |  |  |
|  | SUBTOTAL | A1 | | | | | A2 | | | | |
|  | FULL MARKS | 77 | | | | | 77 | | | | |
| 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 /77 X 60 | A2 /77X 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: