



ASSESSMENT MATERIAL EVIDENCE GUIDE	<h1>PERFORM HAIR CUTS</h1>
Qualification Hair Stylist CS Code Level: 2 Credit: 15 Version: 1	

CONTENTS	1. Assessment Summary and Record 2. Candidate Assessment 3. Assessor Judgement Guide 4. List of required tools/ equipment, material and context of assessment
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ASSESSMENT AND ASSESSOR DETAILS	Competent <input type="checkbox"/> Not Yet Competent <input type="checkbox"/>																		
	Assessment <input type="checkbox"/> Re-Assessment <input type="checkbox"/>																		
	Assessor's Name: _____ Assessor's Code _____ Assessor's Signature _____ Date <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">DD</td> <td style="text-align: center;">MM</td> <td colspan="6"></td> <td style="text-align: center;">YYYY</td> </tr> </table>											DD	MM						
DD	MM							YYYY											

CANDIDATE DETAILS	Candidate's Name: _____ <small style="display: flex; justify-content: space-between; width: 100%;"> First Name Last Name </small>																			
	Father's Name _____																			
	Institute Name and District _____																			
	CNIC/BFORM # <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td> </tr> </table>																			
	Registration Number: issued by Assessment Body _____																			
	Gender Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/>																			
	Candidate's Consent I agree to the time and date of the assessment and am aware of the requirements of the assessment. I fully understand my rights of appeal.																			
	Candidate's Signature: _____																			

ASSESSMENT RESULTS SUMMARY FORM	You can use this coversheet as an <i>Assessment Results Summary Form</i> . Simply post a photocopy of this completed coversheet to NAVTTCC
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NAVTTCC OFFICE ONLY	1. DATE FORM RECEIVED: <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">DD</td> <td style="text-align: center;">MM</td> <td colspan="6"></td> <td style="text-align: center;">YYYY</td> </tr> </table>											DD	MM							YYYY	2. DATE ENTERED INTO DATABASE: <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">DD</td> <td style="text-align: center;">MM</td> <td colspan="6"></td> <td style="text-align: center;">YYYY</td> </tr> </table>											DD	MM							YYYY
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1

ASSESSMENT SUMMARY & RECORD

Candidate's Name:.....Father's Name:.....

ACTIVITY	METHOD				DESIRED OUTCOMES	RESULT	
	WRITTEN	ORAL	PORTFOLIO	OBSERVATION		COMPETENT	NOT YET COMPETENT
NATURE OF ACTIVITY					DESIRED OUTCOMES FOR SUCCESSFUL ASSESSMENT OF COMPETENCY STANDARD: PERFORM HAIR CUTS		
Practical Skill Demonstration				✓	<ul style="list-style-type: none"> Perform Haircutting: 		
Knowledge Assessment		✓			<ul style="list-style-type: none"> Answer all questions your assessor may have during the practical assessment 		
Other Requirements			✓		<ul style="list-style-type: none"> Provide verified evidence of the following task: <ul style="list-style-type: none"> ✓ Different service(s) in accordance with OHS (Occupational Health & Safety) standards in form of portfolio ✓ Client consultation forms 		

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CANDIDATE ASSESSMENT

Candidate's Name:.....Father 's Name:.....

ALL WORK ASSESSED IN THIS COMPETENCY STANDARD MUST BE YOUR OWN WORK.

GUIDANCE TO CANDIDATE

To meet this standard you are required to do the following tasks within **three(3) hour** timeframe:

- Perform any **four (4)** of the following hair cutting techniques as per clients' requirement and industry standards.
 - ✓ Trimming
 - ✓ Front Flick
 - ✓ 'U' shaped cutting
 - ✓ Wedge cutting
 - ✓ Forward cutting
 - ✓ Layer cutting
 - ✓ Step cutting
 - ✓ Bob cutting

Important Note: The following general performance criteria will be followed and performed in all the tasks (where applicable) by the candidate in order to meet this standard.

- ✓ Follow health and safety procedure as per the requirements of given task
- ✓ Prepare work station as per the requirements of task
- ✓ Select tools/ equipment as per the requirements of task
- ✓ Report to supervisor in case of any contingency after taking necessary actions
- ✓ Complete the work by following sequence of operations
- ✓ Perform task(s) within standard timeframe

ACTIVITIES	CANDIDATE RESPONSE
<p>1. Complete practical task of Performing Hair Cuts under observation by an assessor</p>	<p>During a practical assessment, under observation by an assessor, I will correctly :</p> <ul style="list-style-type: none"> • Perform any four(4) of the following hair cuts <ul style="list-style-type: none"> ✓ Trimming ✓ Front Flick ✓ 'U' shaped cutting ✓ Wedge cutting ✓ Forward cutting ✓ Layer cutting ✓ Step cutting • Mentioned Criteria's must be followed for all tasks <ul style="list-style-type: none"> ✓ Prepare service area to meet the requirement(s) of the treatment(s) to be provided to the client ✓ Select suitable material, tools & equipment as recommended in salon policies. ✓ Check client's hair & scalp condition. ✓ Identify hair growth pattern using industry standard classifications ✓ Part the sections cleanly and evenly according to the required cutting service. ✓ Demonstrate standard hand manipulation techniques ✓ Use appropriate material, tools & equipment for client with reference to consultation conducted. ✓ Control and secure client's hair throughout the hair cutting processes. ✓ Apply finishing product according to required haircut. ✓ Provide post care advices after the service ✓ Ask and ensure client's satisfaction in response to finished look. • General performance criteria: <ul style="list-style-type: none"> ✓ Follow health and safety procedure as per the requirements of given task ✓ Prepare work station as per the requirements of task ✓ Select tools/ equipment as per the requirements of task ✓ Report to supervisor in case of any contingency after taking necessary actions ✓ Complete the work by following sequence of operations

	<ul style="list-style-type: none"> ✓ Perform task(s) within standard timeframe
2. Answer any questions your Assessor may have during the practical assessment	My answers to questions are correct and demonstrate my understanding of the topics and their application:
3. Other requirements	Provide verified evidence of the following; <ul style="list-style-type: none"> ✓ Treatment(s) and service(s) in accordance with OHS (Occupational Health & Safety) standards in form of portfolio ✓ Client consultation forms

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ASSESSOR JUDGEMENT GUIDE

Candidate's Name: Father's Name:

INSTRUCTIONS FOR ASSESSOR

This section contains minimum evidence requirements. Oral questioning may be used to clarify candidate understanding of the topic and its application.

ACTIVITIES	MINIMUM EVIDENCE REQUIRED	YES	NO	ASSESSOR COMMENTS
1. Complete practical task of performing haircuts under observation by an assessor	During a practical assessment, under observation by an assessor, the candidate correctly carried out the following tasks			
Perform hair cuts Mentioned Criteria's must be followed for all tasks	Performed any four(4) of the following hair cuts <ul style="list-style-type: none"> ✓ Trimming ✓ Front Flick ✓ 'U' shaped cutting ✓ Wedge cutting ✓ Forward cutting ✓ Layer cutting ✓ Step cutting 			
	Prepared service area to meet the requirement(s) of the treatment(s) to be provided to the client			
	Selected suitable material, tools & equipment as recommended for the selected hair cut type.			
	Checked client's hair & scalp condition to Identify hair growth pattern using industry standard classifications			
	Parted the sections cleanly and evenly according to the required cutting service.			
	Used appropriate material, tools & equipment for client with reference to consultation conducted.			
	Controlled and secure client's hair throughout the hair cutting processes			
	Demonstrated standard hand manipulation techniques			
	Applied finishing product according to required haircut.			
	Provided post care advices after the service			
	Asked and ensured the client's satisfaction in response to finished look			
General performance criteria	Followed health and safety procedure as per the requirements of given task			
	Prepared work station as per the requirements of task			
	Selected tools/ equipment as per the requirements of task			
	Reported to supervisor in case of any contingency after taking necessary actions			
	Completed the work by following sequence of operations			
	Performed task(s) within standard timeframe			

2. Other Requirements	Provided verified evidence of treatment(s) and service(s) provided in accordance with OHS (Occupational Health & Safety) standards in form of portfolio Client consultation forms		
3. Answer any questions their assessor may have during the practical assessment	Candidate's answers to questions are correct and demonstrate understanding of the topics and their application. <i>Assessor to document below all questions asked and candidate answers. Use extra sheets if required and attach.</i>		

4

LIST OF TOOLS, EQUIPMENT, MATERIAL AND CONTEXT OF ASSESSMENT

INSTRUCTIONS	<p>This section contains information regarding;</p> <ul style="list-style-type: none"> Context of the assessment List of required tools and equipment. List of consumable items required during the service
1. Context of Assessment	This task will be performed in real time

2. List of tools and equipment (for five candidates)		
S. No	Items	Quantity
1	Blow-dryer	5
2	Sterilizer	1
3	Spray Bottle	5
4	Scissors	5 set
5	Tail Comb	5
6	Round Brushes (different sizes)	5 set
7	Flat Brush	5
8	Modular mirror	5
9	Towels	5
10	Apron	5
11	Plastic Gloves	5 pairs

3. List of consumable items (for five candidates)		
S. No	Items	Quantity
1	Shampoo	1
2	Conditioner	1
3	Hair fixing spray	3