



# **INSTRUCTIONAL PACKAGE**

COS 112  
Shampoo and Rinses

Effective Term  
2021/2022

# INSTRUCTIONAL PACKAGE

## Part I: Course Information

Effective Term: 2021/2022

COURSE PREFIX: COS 112

COURSE TITLE: Shampoo and Rinses

CONTACT HOURS: 1 Lecture 9 Lab

CREDIT HOURS: 4

### **RATIONALE FOR THE COURSE:**

The Purpose of Shampoo and Rinses is to introduce the student to the basic concepts and vocabulary of shampoos. Students will develop skills for consulting with clients to determine their needs and preferences by utilizing of a variety of salon products while providing client services.

### **COURSE DESCRIPTION:**

This course is a study of procedures and safety precautions in the application of shampoo and rinses.

### **PREREQUISITES/CO-REQUISITES:**

(Credit level COS 206 Minimum Grade of C or Credit level COS 206 Minimum Grade of TC) and (Credit level COS 114 Minimum Grade of C or Credit level COS 114 Minimum Grade of TC) and (Credit level COS 116 Minimum Grade of C or Credit level COS 116 Minimum Grade of TC) and (Credit level COS 210 Minimum Grade of C or Credit level COS 210 Minimum Grade of TC) and (Credit level COS 155 Minimum Grade of C or Credit level COS 155 Minimum Grade of TC) and (Background Check Form 1)

### **REQUIRED MATERIALS:**

Please visit the [BOOKSTORE](#) online site for most current textbook information. Use the direct link below to find textbooks.

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

### **ADDITIONAL REQUIREMENTS:**

New Manikin for State Board Procedures

New Uniforms, if old uniforms are soiled.

Cosmetology Kit Cosmetology.

### **TECHNICAL REQUIREMENTS:**

2021-2022

Access to Desire2Learn (D2L), HGTC's student portal for course materials.  
MyHGTC and college email access.

### **STUDENT IDENTIFICATION VERIFICATION:**

Students enrolled in online courses will be required to participate in a minimum of one (1) proctored assignment and/or one (1) virtual event to support student identification verification. Please refer to your Instructor Information Sheet for information regarding this requirement.

### **CLASSROOM ETIQUETTE:**

As a matter of courtesy to other students and your professor, please turn off cell phones and other communication/entertainment devices before class begins. If you are monitoring for an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

**NETIQUETTE:** is the term commonly used to refer to conventions adopted by Internet users on the web, mailing lists, public forums, and in live chat focused on online communications etiquette. For more information regarding Netiquette expectations for distance learning courses, please visit [Online Netiquette](#).

## **Part II: Student Learning Outcomes**

### **COURSE LEARNING OUTCOMES and ASSESSMENTS\*:**

1. List the difference between organic and inorganic chemistry.
2. Explain the different substances for each state of matter: Solid, Liquid and Gas.
3. Define the differences between pure substances and physical mixtures
4. List the differences between solutions, suspensions, and emulsions.
5. Explain the pH scale.
6. Demonstrate a scalp massage during a shampoo service.
7. List the differences and similarities of treating scalp and hair conditions (Oily, Dry and dandruff)
8. Explain how brushing the hair contributes to a healthy scalp.
9. List the benefits of the different types of shampoos and conditioners.
10. Demonstrate the three- part procedure and its importance.

	Topic to be Reviewed	Assignments/Reading
Week 1 and 2	Syllabus and course review <b>Unit one</b> Lecture on Chapter 12 Video: An introduction to basic chemistry Video: experience learning about chemistry Video: Chemistry and matter slide show Video: Properties on matter slide show Video: Substances and mixtures slide show	Read pages: 254-264 MindTap: Do it: Pre-assessment quiz Do it: Multiple choice quiz Do it: Matching quiz Project on covered material

	Topic to be Reviewed	Assignments/Reading
Week 3 and 4	<b>Unit Two</b> The effects of pH on hair nail and skin Video: pH Potential Hydrogen	Read pages: 264-267 Do it: pH scale labeling game Do it: Media quiz Do it: Comprehensive exam Do it: Social Media activity
Week 5 and 6	<b>Unit Three</b> Lecture on Chapter 15 Video: Why study Video: Scalp and haircare massage Video: Scalp care and massage	Read pages: 322-326 MindTap: Do it: Pre-assessment quiz Do it: Multiple choice quiz <b>Test on Units one and Two</b>
Week 7 and 8	<b>Unit Four</b> Lecture on hair brushing Video: Hair Brushing	Read page 326 Do it: Multiple Choice quiz Pathbrite activity
Week 9 and 10	<b>Unit Five</b> Lecture on Proper and effective shampoo service Video: Shampooing Video: Chemistry of shampoo	Read pages 327-335 Do it: Multiple Choice quiz Pathbrite activity
Week 11 and 12	<b>Unit Six</b> Recommend and Use Conditioners Video: Chemistry of Conditioner Video: Conditioning	Read pages: 335-337 Do it: Matching quiz Do it: Multiple Choice quiz <b>Test on Units Three and Four</b>
Week 13 and 14	<b>Unit Seven</b> Lecture on draping Video: Draping a client Lecture: 3 Part Procedure Video: Draping procedures	Read pages 337-338 Do it: Matching activity Do it: Multiple Choice quiz Final Chapter exam Social Media activity <b>Test on Units Five and Six</b>
Week 15	Review for exam	
Exam Week	Written/Practical exam	

***\*Students – please refer to the Instructor’s Course Information sheet for specific information on assessments and due dates.***

audiences.

## Part III: Grading and Assessment

### EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS\*:

Students' performance will be assessed and the weight associated with the various measures/artifacts are listed below.

#### EVALUATION\*

Tests	20%
Assignments	20%
Projects/Portfolios	20%
Class Participation	20%
Final Exam	20%
	<hr/>
	100%

***\*Students, for the specific number and type of evaluations, please refer to the Instructor's Course Information Sheet.***

#### GRADING SYSTEM:

Please note the College adheres to a 10 point grading scale A = 100 – 90, B = 89- 80, C = 79 – 70, F= 69 and below

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format courses. Please refer to the [academic calendar](#) for deadlines for add/drop. You must attend at least one meeting of all of your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

## Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of 80 percent (80%) of their classes in order to receive credit for any course. Due to the varied nature of courses taught at the college, some faculty may require up to 90 percent (90%) attendance. Pursuant to 34 Code of Federal Regulations 228.22 - Return to Title IV Funds, once a student has missed over 20% of the course or has missed two (2) consecutive weeks, the faculty is obligated to withdraw the student and a student may not be permitted to reenroll. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

**For online and hybrid courses**, check your Instructor's Course Information Sheet for any required on-site meeting times. Please note, instructors may require tests to be taken at approved testing sites, and if you use a testing center other than those provided by HGTC, the center may charge a fee for its services.

## Part V: Student Resources



### THE STUDENT SUCCESS AND TUTORING CENTER (SSTC):

The SSTC offers to all students the following **free** resources:

1. **Academic tutors** for most subject areas, **Writing Center support**, and **college success skills**.
2. Online **tutoring** and academic support resources.
3. Professional and interpersonal communication **coaching** in the EPIC Labs.

Visit the [Student Success & Tutoring Center](#) website for more information. To schedule tutoring, contact the SSTC at [sstc@hgtc.edu](mailto:sstc@hgtc.edu) or self-schedule in the Penji iOS/Android app or at [www.penjiapp.com](http://www.penjiapp.com). Email [sstc@hgtc.edu](mailto:sstc@hgtc.edu) or call SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455, or go to the [Online Resource Center](#) to access on-demand resources.



### STUDENT INFORMATION CENTER: TECH Central

TECH Central offers to all students the following **free** resources:

1. **Getting around HGTC**: General information and guidance for enrollment, financial aid, registration, and payment plan support!
2. Use the [Online Resource Center \(ORC\)](#) including Office 365 support, password resets, and username information.
3. **In-person workshops, online tutorials and more services** are available in Desire2Learn, Student Portal, Degree Works, and Office 365.
4. **Chat with our staff on TECH Talk**, our live chat service. TECH Talk can be accessed on the student portal and on TECH Central's website, or by texting questions to (843) 375-8552.

Visit the [Tech Central](#) website for more information. Live Chat and Center locations are posted on the website. Or please call (843) 349 – TECH (8324), Option #2.

### DISABILITY SERVICES:

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may

be directed to HGTC's [Accessibility and Disability Service webpage](#). The Accessibility and Disability staff will review documentation of the student's disability and, in a confidential setting with the student, develop an educational accommodation plan.

Note: It is the student's responsibility to self-identify as needing accommodations and to provide acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided.

### **STATEMENT OF EQUAL OPPORTUNITY/NON-DISCRIMINATION STATEMENT:**

Horry-Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, sex, national or ethnic origin, age, religion, disability, marital or family status, veteran status, political ideas, sexual orientation, gender identity, or pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation in educational programs and/or activities.

### **TITLE IX REQUIREMENTS:**

All students (as well as other persons) at Horry-Georgetown Technical College are protected by Title IX—regardless of their sex, sexual orientation, gender identity, part- or full-time status, disability, race, or national origin—in all aspects of educational programs and activities. Any student, or other member of the college community, who believes that he/she is or has been a victim of sexual harassment or sexual violence may file a report with the college's Chief Student Services Officer, campus law enforcement, or with the college's Title IX Coordinator, or designee.

\*Faculty and Staff are required to report incidents to the Title IX Coordinators when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

### **INQUIRIES REGARDING THE NON-DISCRIMINATION/TITLE IX POLICIES:**

**Student and prospective student** inquiries concerning Section 504, Title II, and Title IX and their application to the College or any student decision may be directed to the Vice President for Student Affairs.

**Dr. Melissa Batten, VP Student Affairs**

*Title IX Coordinator*

Building 1100, Room 107A, Conway Campus

PO Box 261966, Conway, SC 29528-6066

843-349-5228

[Melissa.Batten@hgtc.edu](mailto:Melissa.Batten@hgtc.edu)

**Employee and applicant** inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Vice President for Human Resources.

**Jacquelyne Snyder, VP Human Resources**

*EEO and Title IX Coordinator*

Building 200, Room 212A, Conway Campus

PO Box 261966, Conway, SC 29528-6066

843-349-5212

[Jacquelyne.Snyder@hgtc.edu](mailto:Jacquelyne.Snyder@hgtc.edu)