



# INSTRUCTIONAL PACKAGE

COS 156

Fundamentals of Massage

2020/2021

Fall/Spring

# INSTRUCTIONAL PACKAGE

## Part I: Course Information

Effective Term: 202010 202120

COURSE PREFIX: COS 1526

COURSE TITLE: Fundamentals of Massage

CONTACT HOURS: 0 Lecture 6 Lab

CREDIT HOURS: 2

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

The student will learn the techniques necessary for giving massages that meet the client's individual needs and are an essential part of a facial treatment.

### **COURSE DESCRIPTION:**

This is an introductory course in the theory, preparation, manipulations, and safety measures of massage.

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

(Credit level ENG 032 Minimum Grade of C\* or Credit level ENG 100 Minimum Grade of C\* or Credit level ENG 101 Minimum Grade of C or Credit level ENG 101 Minimum Grade of TC or Credit level ENG 155 Minimum Grade of C or Credit level ENG 155 Minimum Grade of TC or ACCUPLACER Reading Comp 056 or New ACCUPLACER Reading Comp 235 or COMPANION Reading 056 or Multiple Measures English 1 or SAT Critical Reading 380 or ACT Reading 14) and (Credit level COS 151 Minimum Grade of C and Credit level COS 152 Minimum Grade of C and Credit level COS 158 Minimum Grade of C and Credit level COS 157 Minimum Grade of C and Credit level COS 221 Minimum Grade of C and Credit level COS 164 Minimum Grade of C) 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.

[BOOKSTORE.](#)

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

### **ADDITIONAL REQUIREMENTS:**

Student will have State Board Fees for Written and Practical Exams.

New Uniforms

New Esthetic Kit

New Makeup Kit

## TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's student portal for course materials.  
WaveNet and D2L 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.

## Part II: Student Learning Outcomes

### COURSE LEARNING OUTCOMES and ASSESSMENTS\*:

1. Identify industry trends and statistics.
2. Explain the importance of the first impression and professionalism
3. Explain the concept of the Fitzpatrick Scale.
4. Define the five skin types
5. Explain the information an esthetician must know about product line.
6. Describe the benefits and types of facial massage.
7. Explain the different types of massage movements.
8. Perform a basic facial.
9. Discuss different holistic therapies.
10. Explain chemical peels.
11. Describe spa body treatments and services.

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

COS 156	Topic to be Reviewed	Assignments/Reading
Week 1	Syllabus and Course Review Unit One Lecture: History and Career Opportunities Life Skills Video: History of skin care Lecture: Career paths Video: Opportunity for Estheticians	Do: Pre-assessment quiz Read: Why study the history and career in Esthetics Read: brief history of skin care Do: Drag and drop part 1 Do: Drag and drop part 2 Do: Test your knowledge Do: putting yourself in the situation Do: Connect Yard Do: Pathbrite –digital portfolio

COS 156	Topic to be Reviewed	Assignments/Reading
		Do: Pathbrite Ancient cultures Read: style skincare and grooming Do: Match the time periods Do: Test your knowledge Read: Career paths Do: Match the job descriptions Read: Meet Dr. Mark Lees Do: Putting yourself in the situation Do: Connect Yard activity Do: Pathbrite – A Bright Future Do: True/False Do: Connect Yard activity #ch1 share Do: Final Chapter Exam
Week 2	Unit Two Lecture: Life skills Lecture: The Psychology of Success Lecture: Study skills Video: Study Skills Lecture: Managing your career Video: Managing your career Lecture: Goal setting Video: Goal setting webinar	Read: Why study life skills Do: Pre-assessment quiz Read: Life skills Do: Connect yard #ch2mentor Do: Test your knowledge Read: The Psychology of Success Do: Putting yourself in the situation Do: Pathbrite Define Success Read: Study skills Do: Connect Yard #ch2studytips Do: True/False Read Managing your career Do: Pathbrite – Mission statement Do: Drag and Drop Do: Test your knowledge Do: Pathbrite – set goals
Week 3	Unit Two Continued Lecture Time Management Video: Time management Lecture maintaining professional standards Video: Personality development and attitude Video: Positive thinking Unit Three	Read: Time Management Do: Time management activity Do: Connect Yard #ch2time Do: Putting yourself in the situation Read: Maintaining professional standards Read: Personality development and attitude

COS 156	Topic to be Reviewed	Assignments/Reading
	Lecture: Your professional image Video: Daily personal Hygiene Lecture: Appearance counts Lecture: Your Physical Appearance Video: You Physical Appearance Lecture: Professional conduct	Do: Connect Yard #chreflection Do: True/False Do: Putting yourself in the situation MindTap: Final Chapter review Do: Connect Yard #chshare Do: Pre-assessment quiz Read: Why study professional image Read: Beauty and image Do: Putting yourself in the situation Do: Test your knowledge Do: True/False Do: Connect Yard #chbalance Read: Your physical appearance Do: Drag and Drop 1 and 2 Do: Test your knowledge Do: Putting yourself in the situation Final exam Connect yard activity #chshare
Week 4	Unit Four Lecture: Communication Lecture: Human Relations Lecture: Communication basics Video: Basics of communication Video: Greeting new clients Lecture: Special issues in communication Video: Handling late clients Video: Handling tough conversations Bringing it home scenario Video: Communicating with co-workers Video: Manager and evaluation meetings	Do: Pre-assessment quiz Read: Why study communicating for success Do: Putting yourself in the situation Read: Human Relations Do: Quiz Relating to clients and co-workers Do: True/False Do: Practice a strong handshake Do: Pathbrite – client consultation Do: Putting yourself in the situation Do: Role Play Do: Personality check Read: In Salon Communication

COS 156	Topic to be Reviewed	Assignments/Reading
		Do: Quiz – communication Read: communicating effectively Do: Putting yourself in the situation Do: Class activity Do: Final chapter exam Do: Connect yard #ch4share Test Unit One and Two
Week 5	Unit Five Lecture: Benefits of massage Lecture: Incorporating Massage in the facial treatment Lecture: Massage contraindications Video: Acneic skin Video: Overview of massage contraindications	Do: Pre-assessment exam Read: Why study facial massage Do: Putting yourself in the situation Do: MC quiz Do: Connect Yard activity Do: True/False Do: Matching Do: Putting yourself in the situation Do: Connect Yard activity
Week 6	Unit Six Lecture massage movements Video: overview of massage movements Lecture: Dr. Jacquet Movement Lecture: Alternate massage movements Video: Manual lymphatic drainage Video: Facial massage Do: Putting yourself in the situation  Practice massage routine for practical	Read: Massage movements Massage practical Do: Matching exercise Do: Media quiz Do: Putting yourself in the situation Do: Fill in the blank quiz Do: Various massage movements Do: Putting yourself in the situation Do: Drag and Drop Read: 16.1 Do: Putting yourself in the situation Do: Final Chapter exam Do: ConnectYard activity Test Unit Three and Four
Week 7	Unit Seven Lecture: advanced treatments Video: Mini procedure on exfoliation Video: Chemical exfoliation	Read Chapter 16 advanced treatments Give consultation Analyze skin

COS 156	Topic to be Reviewed	Assignments/Reading
	Video: AHA and BHA Video: Contraindications Topics: Chemical Exfoliation Peel History AHA's and BHA's Cell Renewal pH relationships Peel Procedures	Apply correct peel for skin type Do: Pre-assessment quiz Do: Putting yourself in the situation Do: True/False Do: Test your knowledge Practical assignment on exfoliation Test Unit Five and Six
Week 8	Unit Eight Lecture: Microdermabrasion Video: Microdermabrasion Benefits of microdermabrasion Demo of microdermabrasion	Read: Microdermabrasion Practical: microdermabrasion Do: True/False Do: Connect Yard Activity Perform facial exfoliation Perform product removal
Week 9	Unit Nine Lecture: Laser technology and light therapy Video: Laser Technology Video: Light Therapy Lecture: Microcurrent, Ultrasound, Ultrasonic machines Video: Microcurrent Video: Ultrasonic and Ultrasound Ultrasound and Ultrasonic Microcurrent LED therapy	Read: Laser Technology and light Therapy Do: Test your knowledge Read: Microcurrent, Ultrasound, Ultrasonic machines Do: Putting yourself in the situation Do: True/False Test Unit Seven and Eight
Week 10	Unit Ten Lecture: Advanced topics and treatments Video: Stone massage Video: Shirodhara Treatment  Perform: Spa body treatments Body wraps and scrubs Hydrotherapy Body treatments demo Lecture: Cellulite Video: Cellulite Lecture: Manual Lymph drainage	Read: Advanced topics and treatments Do: Matching exercise Do: Connect Yard Activity  Perform body scrub Perform hydrotherapy Read: Cellulite Do: Drag and Drop Read: Manual Lymph drainage Do: Test your knowledge

COS 156	Topic to be Reviewed	Assignments/Reading
Week 11	Unit Eleven Lecture: Medical Esthetics Video: Medical Esthetics Review chapter 19 Ear candling	Read: Medical Esthetics Do: True/False Do: Putting Yourself in the situation Perform ear candling Do: Final Chapter Exam Do: Connect Yard activity Test Unit Nine Ten and Eleven
Week 12	Unit Twelve Public clinic State Board Prep	Clinic
Week 13	Unit Twelve Public clinic State Board Prep	Clinic
Week 14	Unit Twelve Review State Board preparation	Clinic
Week 15	Unit Twelve Review and State Board prep	Clinic
Exam Week	Exams Written and practical	

## 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%
	100%

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

### **GRADING SYSTEM:**

State the College’s or departmental grading system as delineated in the Catalog. Please note the College adheres to a 10 point grading scale A = 100 – 90, B = 89- 80, C = 79 – 70, D = 69 – 60, F = 59 and below. You must have your Dean’s approval if changes in the scale are made.

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 ([ACADEMIC CALENDAR](#)). 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, 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**

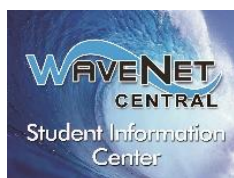


## The Student Success and Tutoring Center (SSTC)

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

1. **Academic coaches** for most subject areas, **Writing Center Support**, and **college success skills**.
2. **On-line student success and academic support resources**.

Visit the SSTC website: [Student Success & Tutoring Center](#) and visit the student services tab in your WaveNet account to schedule appointments using TutorTrac. For more information, 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 any time.



## Student Information Center: WaveNet Central (WNC)

WNC offers to all students the following **free** resources:

1. **Getting around HGTC:** General information and guidance for enrollment!
2. Use the [Online Resource Center \(ORC\)](#) for COMPASS support, technology education, and online tools.
3. **Drop-in technology support or scheduled training** in the Center or in class.
4. **In-person workshops, online tutorials and more services** are available.

Visit the WNC website: [Wavenet Central](#). Live Chat and Center locations are posted on the website. Or please call one of the following locations: WNC Conway, 349-5182; WNC Grand Strand, 477-2076; and WNC Georgetown, 520-1473.

## Disability Services:

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may be directed to Beth Havens, Director of Student Development on the Conway Campus Jaime Davis, Counselor/Advisor on the Georgetown Campus or Kristin Griffin, Counselor on the Grand Strand Campus. These individuals 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.

Inquiries regarding the non-discrimination policies: Students 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, Section 504, Title II, 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).

### **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).

<p><b>Inquiries regarding the non-discrimination policies:</b></p>	
<p>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.</p>	<p>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.</p>
<p><b>Dr. Melissa Batten, VP Student Affairs</b> <i>Title IX Coordinator</i></p> <p>Building 1100, Room 107A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5228 <a href="mailto:Melissa.Batten@hgtc.edu">Melissa.Batten@hgtc.edu</a></p>	<p><b>Jacquelyne Snyder, VP Human Resources</b> <i>Section 504, Title II, and Title IX Coordinator</i></p> <p>Building 200, Room 212A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5212 <a href="mailto:Jacquelyne.Snyder@hgtc.edu">Jacquelyne.Snyder@hgtc.edu</a></p>

