



**REID STATE TECHNICAL COLLEGE
COSMETOLOGY INSTRUCTOR TRAINING PROGRAM**

SPRING SEMESTER 2018

I. COURSE PREFIX, NUMBER, TITLE

CIT 221: Lesson Plan Implementation

II. COURSE HOURS

- 3 Lab Credit Hours
- 9 Course Contact Hours

III. CLASS MEETING DATES/TIMES/LOCATION

Monday	10:15A-3:10P	Building 600
Tuesday	7:30A-11:05A	

IV. CLINICAL DATES/TIMES/LOCATION

None

V. INSTRUCTOR, CONTACT INFORMATION, CONTACT POLICY, OFFICE HOURS/LOCATION

Instructor: Shirley Johnson
Email: sjohnson@rstc.edu
Phone: (251) 578-1313 ext.139
Office Hours: Mon-Wed 3:30-4:00P Fri 7:30A-11:00A
Office Location: Building 600

Instructor will be available for individual help session as stated on posted office hours. Students are encouraged to make an appointment. Help sessions can be scheduled during and after classes.

VI. COURSE DESCRIPTION:

This course is designed to provide practice in preparing and using lesson plans. Emphasis is placed on organizing, writing, and presenting lesson plans using the four-step teaching method. Upon completion, students should be able to prepare and present a lesson using the four step teaching method.

VII. PREREQUISITE(S)/CO-REQUISITE(S)

Prerequisites: None

Co-requisites: None

VIII. TEXTBOOK(S) AND OTHER LEARNING RESOURCES***Copyright Edition***

Milady's Master Educator, 3rd Edition

Cosmetology Tools and Materials

3 Ring Notebook Binder

Pen, paper, highlighter

IX. PROFESSIONAL COMPETENCIES/OBJECTIVES**INSTRUCTIONAL GOALS**

- **Cognitive** - Comprehend principles and concepts related to preparing a lesson plan.
- **Psychomotor**- Apply principles of teaching using prepared lesson plans.
- **Affective**- Value the importance of adhering to policy and procedures related to teaching and curriculum development.

STUDENT OBJECTIVES

Condition Statement: Unless otherwise indicated, evaluation of student's attainment of objectives is based on knowledge gained from this course. Specifications may be in the form of, but not limited to, cognitive skills diagnostic instruments, manufacturer's specifications, technical orders, regulations, national and state codes, certification agencies, locally developed assignments, or any combination of specifications.

STUDENT LEARNING OUTCOMES

- Prepare lesson plans.
- Demonstrate organizational skill as professional cosmetology instructors.
- Demonstrate appropriate teaching methods.
- Demonstrate lesson plans presentations.

PROFESSIONAL COMPETENCIES		PERFORMANCE OBJECTIVES	
A1.0	Demonstrate professional traits of cosmetology instructors.	A1.1	Exhibit professional traits of instructors.
A2.0	Demonstrate organizational skills as professional cosmetology instructors.	A2.1	Maintain an organized teaching and learning environment.

PROFESSIONAL COMPETENCIES		PERFORMANCE OBJECTIVES	
B1.0	Develop and deliver a lesson plan.	B1.1	Develop a lesson plan.
		B1.2	Conduct a class using a lesson plan previously developed by the student.

X. EVALUATION AND ASSESSMENT

1. Written/Performance Evaluations
2. Assignments as indicated by instructor.

Evaluations	70%
Assignments/Work Ethics	30%
Total Grade	100%

GRADING SCALE:

A = Excellent	100-90
B = Good	89-80
F = Failure	79 or Below

Notice: *The Alabama Board of Cosmetology requires a score of 80 for licensure.*

IMPORTANT NOTE: THIS COURSE IS A SELF-GUIDED/ INDEPENDENT COURSE.

A grade of **W** will be assigned to any student who officially withdraws from the college or a particular course if he or she withdraws by the midpoint of the semester as published in the college calendar.

A grade of **I** will be assigned, at the discretion of the instructor, when all required work for a course is not completed by the end of the semester in which the course is taken. A grade of **I** must be cleared by the end of the following semester or a grade of **F** will be assigned.

The Alabama Board of Cosmetology requires a score of **80** for licensure passing. A test score **below 80 is considered failure.**

Important: Exams and/or assignments missed due to a student's absence may be made up when proper documentation is provided. Make-up exams and/or assignments must be taken **the day the student returns to school for that scheduled class and the student must have proper documentation on that day.**

It is the student's responsibility to make sure missed exams and/or assignments are completed in the manner stated above.

XI. ATTENDANCE

- a. Students are expected to attend all classes for which they are registered. Students who are unable to attend class regularly, regardless of the reason or circumstance, should withdraw from that class before poor attendance interferes with the student's ability to achieve the objectives required in the course. Withdrawal from class can affect eligibility for federal financial aid. Withdrawal from class can prohibit progression in the Cosmetology Program.
- b. The Cosmetology and Personal Care Department subscribes to the philosophy that academic success derived by students is directly proportional to their class attendance. There is a high correlation between the number of absences and the final grade. Attendance will be recorded from the first day of the student's official enrollment. A student is considered officially enrolled upon payment of tuition and fees. The instructor is not required to notify the student when the student is in danger of being excessively absent, not is the instructor required to review any material missed as a result of the student being absent. Student in courses will be reported if they have missed **5 consecutive** class meetings for unofficial withdrawal.
- c. Any student who does not attend class during the drop/add period will be considered a no-show. It is the student's responsibility to keep track of the exact number of absences in each class to ensure that any missed assignments are completed in a timely manner.

XII. STATEMENT ON DISCRIMINATION/HARASSMENT

The College and the Alabama Board of Education are committed to providing both employment and educational environments free of harassment or discrimination related to an individual's race, color, gender, religion, national origin, age, or disability. Such harassment is a violation of State Board of Education policy. Any practice or behavior that constitutes harassment is a violation of State Board of Education policy. Any practice or behavior that constitutes harassment or discrimination will not be tolerated.

XIII. AMERICANS WITH DISABILITIES

The Rehabilitation Act of 1973 (Section 504) and the American with Disabilities Act of 1990 state that qualified students with disabilities who

meet the essential functions and academic requirements are entitled to reasonable accommodations. It is the student's responsibility to provide appropriate disability documentation to the College.

Please contact the ADA representative.

For students requesting special accommodations, please contact:

Dr. Tangela Purifoy

P.O. Box 588

Evergreen, AL 36401

(251) 578-1313 Ext. 151

tpurifoy@rstc.edu

XIV. COURSE CALENDAR

WEEK

1 Course Orientation, Safety and Sanitation

2-15 Develop teaching materials for theory/practical skills and teach cosmetology students.

16 Final Exam

NOTE: Evaluations and assignments will be assigned as administered by instructor.

XV. STUDENT ACKNOWLEDGEMENT FORM

I have received the syllabus for COS-221 and I understand the contents therein. I understand that this course is self-guided or independent. I also understand the grading scale of this program and must score at least **80** in the course to pass.

Student's Signature

Date