

**ITEC LEVEL 1 CERTIFICATE IN HAIR AND BEAUTY SALON SERVICES
TEST SPECIFICATION 2007**

- Unit 71 Professional Conduct**
- Unit 72 Communication**
- Unit 73 Arranging and Booking Appointments**
- Unit 74 Hygiene and Client Care and its Importance in Hair and Beauty Treatments**
- Unit 75 Assisting with Hair Treatments**
- Unit 76 Assisting with Beauty Treatments**

External Assessment Method:	Multiple Choice Question Paper		
Duration of External Assessment:	30 minutes		
Pass Mark:	60%		
Grading:	Pass, Credit or Distinction		
Frequency of External Assessment:	On demand (once ALL hours for all units have been completed)		
Learning Outcomes to be Assessed:	All learning outcomes will be assessed		
Format of Questions:	Stem, 1 key and 3 distracters		
No. of Questions Per Paper:	25 questions per unit/paper, to cover:		
Distribution of questions: (each question will be allocated one mark)	<u>Topic</u>		<u>No. of Questions on Paper</u>
	Professional conduct		5
	Communication		5
	Arranging and booking appointments		5
	Hygiene and client care		5
	Assisting with treatments		5
The topics listed can be found in the learning outcomes in the ITEC syllabus for units 71 - 76 as follows:	<u>Topic</u>	<u>Unit</u>	<u>Learning Outcome</u>
	Professional conduct	Unit 71	1-16
	Communication	Unit 72	1-7
	Arranging and booking appointments	Unit 73	1-12
	Hygiene and client care	Unit 74	1-10
	Assisting with treatments	Unit 75/76	1-13/1-18
Administration of External Assessment:	For security required of centres see pages 16-19 of the ITEC Examination Regulations and procedures.		