



VTCT



UBT210M

Instruct on product application

A/615/0749

UBT210M_v1



Service portfolio

Learners must:

Produce a service portfolio that includes evidence of practical services carried out with proficiency. The service portfolio is an evidence requirement which must be completed prior to learners undertaking the practical assessment and graded synoptic assessment. VTCT specifies the services to be carried out and evidenced in the portfolio.

The service portfolio can be used as a confirmatory and formative assessment to prepare learners for the practical and synoptic assessments. The purpose of this portfolio is to evaluate learner performance and use the information gathered to shape and improve the learners' performance in preparation for summative assessments.

Centres should consider the use of formative self and peer assessment as part of the learning journey. Whilst service portfolios are not graded, they may be sampled by the EQA.

Service portfolio

The service portfolio should contain evidence that learners have:

Used all equipment and tools	Portfolio reference
Magnifying lamp	
Mirror with a stand	
Product prescription chart and consultation sheets	
Bowls	
Sponges	
Hair band	
Gown/wrap to protect the client's clothing	
Used all products	Portfolio reference
Eye make-up remover	
Cleansing lotions, milks, creams, foams, oils or gels	
Skin toners, fresheners, astringents or tonics	
Moisturising creams	
Eye creams or gels	
Neck creams	
Serums	
Exfoliating products	
Masks, setting and non-setting	



Analysed all factors	Portfolio reference
Skin type – combination, oily, dry	
Skin characteristics	
Skin conditions – mature, dehydrated, sensitive	
Age	
Clients' needs	
Given all types of advice	Portfolio reference
Recommendations for products to use at home	
Aftercare including removal	
Possible contra-actions	
Additional products and services	

<i>Assessor</i>		<i>Learner</i>	
Signature		Signature	
Date		Date	
<i>IQA (if sampled)</i>		<i>EQA (if sampled)</i>	
Signature		Signature	
Date		Date	



Feedback - Please use this space if required



Graded practical assessment

All practical mandatory units are graded. Employers have identified mandatory units as those which contain the primary practical skills and higher order cognitive skills required for employment.

- At the **Pass grade**, the key theme is proficient technical skills and safe performance, which will meet the minimum industry standards of practice.
- At the **Merit grade**, the emphasis is on excellent technical skills and techniques, organisational skills or communication skills, where these skills are deemed to be of seminal importance to employers, in a particular context.
- At the **Distinction grade**, where a finished product is an output of the practical activity, mastery of professional techniques, demonstrated via product evidence, is always an essential component of the criteria, as are higher order cognitive skills such as an ability to reflect upon and evaluate one's own performance and to justify the methods and techniques chosen.

The grading model used is analytical, non-compensatory and hurdle based.

Learners must:

LO3 - Be able to prepare for product application in a skincare lesson

LO4 - Be able to instruct on product application during a skincare lesson

Learners must carry out a complete service which will be observed, marked and graded by centre assessors. The grade achieved in the graded practical assessment will be the grade awarded for the unit. The graded practical assessment must take place in a real or realistic working environment on a real client.

At a minimum the graded practical assessment for this unit must cover:

Service	<ul style="list-style-type: none"> • One full instruction on skin product application completed as part of the consultation process. Recommended instruction on product application to include facial analysis 30 minutes maximum
Resources	<ul style="list-style-type: none"> • Consultation, face chart and product prescription chart, mirror with a stand, bowl of water, sponges, hair band, gown and a range of professional skin care and tools and equipment. A range of skincare products, to include cleansing products (such as lotions, milks, cream, foams, oils or gels), skin toners (such as fresheners, astringents or tonics, moisturising products such as creams or lotions), additional products (such as eye cream or gel, neck creams, serums, exfoliating products, masks (setting and non-setting)
Techniques	<ul style="list-style-type: none"> • Application techniques for all specialist products listed above



For detailed information on the graded practical assessment you must refer to the section 6.5.1 of the Qualification Specification.

Graded practical assessment

Learners must meet all Pass Criteria to achieve a pass grade.

Pass Criteria	✓
LO3 Be able to prepare for product application in a skincare lesson	
P1 - Use suitable consultation techniques to meet the client's needs	<input type="radio"/>
P2 - Prepare and check the client, area and equipment prior to the skincare lesson	<input type="radio"/>
LO4 Be able to instruct on product application during a skincare lesson	
P3 - Communicate clearly and effectively throughout the instruction of the skincare lesson	<input type="radio"/>
P4 - Maintain safe working practices	<input type="radio"/>
P5 - Select the correct products to suit the client's skin types and conditions	<input type="radio"/>
P6 - Instruct the client on skin product application	<input type="radio"/>
P7 - Provide the client with clear, written skin product application instructions	<input type="radio"/>
P8 - Provide aftercare advice	<input type="radio"/>
P9 - Update and maintain service records	<input type="radio"/>



Learners must meet all Pass Criteria and all Merit Criteria to achieve a merit grade.

Merit Criteria	✓
M1 - Adjust communication techniques to meet the client's needs	<input type="radio"/>
M2 - Use techniques to promote the retail of products or additional services	<input type="radio"/>

Learners must meet all Pass Criteria, all Merit Criteria and all Distinction Criteria to achieve a distinction grade.

Distinction Criteria	✓
D1 - Explain your choice of methods, tools and techniques used during the skincare lesson	<input type="radio"/>
D2 - Review the effectiveness of the service provided	<input type="radio"/>

Grade achieved	Pass	Merit	Distinction
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Assessor		Learner	
Signature		Signature	
Date		Date	
IQA (if sampled)		EQA (if sampled)	
Signature		Signature	
Date		Date	



Feedback - Please use this space if required

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