worldskills

Standards and Assessment Guide

Beauty Therapy

v1.1
@WorldSkills International

Introduction

Welcome to the Standards and Assessment Guide (SAG), a comprehensive resource designed to support excellence in assessment practices for all skills competitions hosted at the WorldSkills Competition. A key component of the SAG is the commitment to continuous improvement through ongoing review, ensuring that these guides consistently reflect the latest industry innovations and high standards of assessment in an open and transparent manner.

Purpose

The primary purpose of this guide is to provide a structured framework for the consistent and fair assessment of each skill competition. It aims to ensure that all assessments are conducted with a high degree of accuracy, reliability, validity, and reflect global industry standards. By adhering to these guidelines, assessors can maintain the integrity of the competition and uphold the high standards associated with WorldSkills.

Note: this guide is not a replacement for the Marking Scheme and should only be used as a reference when required during the assessment process. Competitors are not allowed to have a copy of this SAG in the workshop in either digital or paper form.

Scope

This document covers general assessment practices applicable to a diverse range of industry sectors including:

- Manufacturing and Engineering Technology
- Information and Communication Technology
- Construction and Building Technology
- Transportation and Logistics
- Social and Personal Services
- Creative Arts and Fashion

Each skill competition has its unique requirements and benchmarks, which are detailed within sections of this guide. The consistency of assessment across each skill is the overarching principle, ensuring a unified approach to evaluating Competitor performance to the highest standards.

Key Components

The guide is structured into several key components, each addressing critical aspects of the assessment process:

Assessment Principles and Objectives

- Emphasis on fairness, transparency, and objectivity in assessments.
- Alignment with global industry standards and best practices.

Assessment Methods and Tools

- Description of various assessment methods in Measurement and Judgement.
- Guidance on the application of appropriate assessment tools and equipment (if applicable).

Criteria and Benchmarks

- Examples of assessment criteria and aspects for each skill, outlining the expected competencies and performance standards.
- Benchmarks for different levels of proficiency i.e. Judgement award range 0, 1, 2, 3 or Yes/No criteria alongside clear measurable descriptors.

Expert assessment requirements

- Completion of the Access Programme.
- Approved Curriculum Vitae (CV).
- Reaching **100%** Expert preparedness.
- Full participation of online and in-person Mandatory Assessment Training (MAT).
- Completion of practical assessment testing at the Competition.

Quality Assurance and Improvement

- Monitoring and evaluation: Ensuring assessments are carried out correctly and produce reliable results.
- Continuous improvement: Using feedback from Experts and Skill Competition Managers to enhance future assessments.
- Periodic review: Regularly updating processes to reflect current industry and WorldSkills standards.

Implementation

For effective implementation, this guide should be used for guidance purposes only and in parallel with the Technical Description for each skill. Experts are encouraged to familiarize themselves thoroughly with both the general guidelines and the particular requirements of their respective skill areas. Collaborative efforts between the Skill Management Team, Experts, and Competitors are vital for achieving the ultimate goal of global skills development.

Conclusion

The Standards and Assessment Guide embodies the commitment of the WorldSkills movement to nurturing talent and promoting the highest standards of vocational education and training worldwide. By providing clear and comprehensive guidance, we aim to empower Experts to conduct marking and assessment practices that are not only rigorous and equitable but also inspiring and transformative for all participants.

Thank you for your dedication to upholding these standards and contributing to the success of the WorldSkills Competition. Together, we can continue to champion skills excellence and celebrate the achievements of talented individuals from around the globe.

The WorldSkills Occupational Standards (WSOS)

- The Standard is divided into distinct sections with headings and reference numbers added.
- Each section is assigned a percentage of the total marks to indicate its relative importance within the Standards. This is often referred to as the "weighting". The sum of all the percentage marks is 100. The weightings determine the distribution of marks within the Marking Scheme.
- Through the Test Project, the Marking Scheme will assess only those skills and capabilities that are set out in the WorldSkills Occupational Standards. They will reflect the Standards as comprehensively as possible within the constraints of the skill competition.
- The Marking Scheme will follow the allocation of marks within the Standards to the extent practically possible. A variation of up to five percent is allowed, if this does not distort the weightings assigned by the Standards.

Skill 30 Beauty Therapy -Worldskills Standards Specification		
Section	WSSS Marks	WSSS Marks -weighting %
1	Work Organisation and management	8
2	Professional Demeanour	6
3	Client Care and relationships	6
4	Temporary Hair Removal	10
5	Face	30
6	Body	25
7	Feet, Hands and Nails	15

Skill Assessment Strategy and Procedures

WorldSkills is committed to continuous improvement including reviewing past limitations and building on good practice. The following skill assessment strategy and procedures for this skill competition take this into account and explain how the marking process will be managed.

Marking Strategy Section	Skill Assessment Strategy and procedures	
1	**Professional Attitude**	• The Competitor must demonstrate professionalism to industry specification which will include a clean, neat appropriate uniform, no jewellery to be worn. • The Competitor must have clean short fingernails without false nails or nail varnish. • The hair is to be groomed neatly, tied up off the face and neck with no loose strands. • Closed-in shoes appropriate to suit the beauty therapy uniform. • The Competitor must always be conscious of the cleanliness of their hands during the treatment. • The Competitor must follow the skill-specific safety requirements about Personal Protective Equipment as shown on item7 from the Technical Description
2	**Client preparation**	• The Competitor must prepare the client to suit the treatment; this is executed by positioning the client for the Competitor to work and comfortable for the client. (Supports, electronic bed will be adjusted, towels and pillow • The draping of towels is neat and orderly; the client is secure with all jewellery removed. • In a situation where the client is unable or not willing to remove jewellery the Experts judging must be informed by the Competitor
3	**Preparation and cleaning of workstation**	• Competitors must prepare the workstation appropriately for the treatment using the designated materials, linens, and equipment, Trolleys, machines, • Products, tools, and materials should be arranged ergonomically and in an organised manner to support efficient and safe working practices. • The workstation should be maintained in a clean and orderly condition throughout the treatment, with used materials managed and removed in a hygienic manner.

		• At the completion of the treatment, competitors must restore the workstation to a clean and professional condition. This includes disposing of waste appropriately, placing used linens in the designated laundry area, and cleaning or disinfecting tools, equipment, and work surfaces in accordance with professional hygiene practices. • Reusable tools must be properly cleaned and disinfected before being returned to the designated storage area. The workstation should be left clean, organised, and ready for the next use.
4	**Treatment execution**	• Competitors are expected to perform each treatment in accordance with recognised professional practices and standards commonly used within the beauty therapy industry. • The sequence and requirements of the treatment will be outlined in the Test Project. • Throughout the treatment, competitors must ensure the client's dignity, comfort, safety, and hygiene are maintained. • Experts responsible for assessment should ensure they understand the treatment techniques being demonstrated. Where clarification is required, experts may seek appropriate explanation to ensure fair and consistent assessment. • Assessment criteria may be adjusted by the Test Project development team where necessary to reflect the products, equipment, implements, and model requirements available for the competition.
5	**Timekeepers**	• Timekeepers are drawn from the Experts available who are not assessing for each module, with one additional independent volunteer timekeeper. • Timekeepers and Scrutineers will work together to ensure that competitors are not disadvantaged • The following Timekeeper record display forms will be used to display the competitors time as necessary in some tasks or when a competitor is given extra time (ex. If the model need to go to the toilet during the test). • If Competitors are waiting to be marked, timers to be stopped and started again after marking. Timekeepers to check and make notes. • If the process of marking, during a checkpoint, lasts more than two minutes, record and ensure that extra time is given to the competitor. • Shall conduct the Models and the competitor's workstations randomly ballots, Timekeeper needs to record their numbers and submit to Chief Expert. Submit all times records to the group leader
6	**Expert Preparation**	• Experts must have a complete understanding and be briefed on the terminology and outcomes required for individual modules. • Competitor's couch numbers are drawn by ballot at familiarization and the Competitors will move on one working area with each module.

		• Models are checked by the Workshop Managers or the Model ESR from each marking team prior to each module and balloted for. • Experts in the Marking Teams and the scrutineers must minimize conversation on the floor whilst the competition is underway – this distracts Competitors. • Marking team Expert must understand and be capable to assess and mark to international standards, including by accurate interpretation of benchmarks and descriptors
7	**Scrutineers**	• Scrutineers will be selected from the experts who are not allocated marking. Their function will be to ensure that the Competitors are not disadvantaged in any way. • They should supervise to minimize conversation on the floor whilst the competition is underway. • Will ensure that the Competitors are not disadvantaged in any way. Should remain on the competition floor at all times and take photos as evidence for marking • Reporting directly to the Chief Expert.
8	**Marking**	• Experts are divided into groups and rotate between timekeeper, scrutineers,' measurement jurors, and judgement jurors; or both & a Marking team leader will manage each marking team. Marking teams shall be allocated according to their expertise and experience. • The Experts that are not judging are scrutineers or timekeepers to oversee and make sure that Competitors are following the rules, and the competition runs smoothly. • For more details, please check the item 4 (Assessment design and practice) from Beauty Therapy Technical Description and item 11 from Competition Rules. • Ensure fair and justified marking. • Assessment and marking will cover: Professional Attitude; Client Preparation; Preparation and Cleaning or Workstation; Treatment Execution
9	**Measurement and judgement marking scale**	• Each Test project Module will have individual criteria. • Only the Mark Summary Forms are provided to the Competitors. • Each module is marked by three or four Experts using the same Assessment Criteria for each Competitor to validate whether the correct treatment routine and procedure have been performed by the Competitor. • The three or more Experts assessing will then mark the Competitor on the performance and presentation of the completed module. • All modules, Assessment Criteria and Marking teams are supervised by the Chief Expert. • All the marks must be entered into the CIS after the end of each module using the tablets. Each Expert must enter your judgment marks by yourself.

		• The measurement marks are entered into the CIS by the Marking Team leader in the presence of the Experts from same assessment group. • At the end from this process the tablets and the papers Marking Forms shall be submitted to Chief Expert by the Marking Team leader
10	**Benchmarks**	• The benchmarks must relate to best practice in industry and business. • The benchmarks in the Marking Scheme provide a context for the industry and business standards and act as a reference point for the marking team
11	**Mark Deduction and Photos for Documentation**	• Measurement: Photos can be taken on a designated tablet which will be stored for evidence purposes to document the following: messy work area; products or tools are placed in a disorderly manner; residue on the floor, surface, competitor, or the client. Two or more experts should decide together and record it. • Measurement cannot be deducted more than once in the same module. • Judgement: Results for facial mask, body mask, eyelash tint, makeup, nail art and eyelash extension must be photographed with the workstation number and country. • Experts should complete marking on the floor. Photos are the only reference when a dispute occurs. • Write why you have deducted the marks on the judges' notes.

Marking Procedure and Specifications

Please find extracts from the Technical Description

1.	• Marking procedure covers tablet and paper-based Landscape marking forms record or a combination of both Paper -Based Marking and tablet Marking and CIS entry. • Paper marking forms include landscape Marking Form, Marking Process Record (Comment forms) and Timekeeper Record. Marking procedure and specifications are as follows: • During competition, Experts should carefully observe Competitor's performance to avoid omission or mismark. • While marking, Experts should clearly record Competitor' performance and mark deduction reasons on Marking Process Record (Comments Forms) according to Assessment Criteria and enter marks on Marking Forms in the Experts' room after module completion and then if Tablets are used then the following applies: • Judgement Marking: Please refer below • Measurement Marking: Please below • Where tablets are used for Measurement marking the Experts agree to the result and then the Marking Team leader shall enter the marks into the tablet. • For Judgment marking, the marks are entered directly into the CIS via tablet by the Expert awarding the mark • Experts should record mark deduction reasons fairly and correctly to ensure there is sufficient proof when difference appears in marking discussion. • All the records are kept for audit trail. • Marks shall not be deducted arbitrarily if not required in Marking Forms or marking specification. • Assessment must be conducted in accordance with the approved Marking Scheme and competition procedures. Any adjustment to assessment criteria in exceptional circumstances must be approved by the Chief Expert and Skill Competition Manager and communicated to all Experts and Competitors to ensure fairness and consistency. • Experts are expected to carry out assessment independently, professionally, and in accordance with the agreed marking criteria. Where differences in marking occur, experts should discuss the results to ensure a fair and consistent outcome. • If a significant disagreement remains, the matter may be referred to the Chief Expert and/or Skill Competition Manager for resolution in accordance with competition procedures. • Marks must be recorded using the designated marking system or documentation provided for the competition. Experts are responsible for ensuring that marks are accurately recorded and confirmed according to the official marking process. • All marking records and related documentation must be handled carefully and submitted to the appropriate competition officials for review and safekeeping.

2.	Marking Team members' Landscape Marking Forms shall be submitted to Chief Expert to audit and sign after each module by Marking Team leaders and entered into the CIS. **Expert marking specification** • On day 1 -The Marking Team Leader will sit with the group of Judges and work through the marking scheme to highlight the exact marking points. Additional time (30/45mins) will be allocated to this function on the Skill Management Plan on Day 1. • Minimum conversations during competition to avoid any disturbance to Competitors. • Experts should keep away from compatriot Competitor's workstation during the competition. • Experts should not participate compatriot Competitor's mark discussion. • Makeup, pedicure, and manicure progressive marking should emphasis on skills instead of model's natural condition. • Progressive marking should be made after Competitor's operation except some check points specified in the Test Project. • Experts should finish progressive marking in two minutes. • If progressive marking lasts more than two minutes, extra time should be given to the Competitor. • If Competitors are waiting to be marked, timers to be stopped and started again after marking, Timekeepers to check and make notes. • If several Competitors need to be checked at the same time, Experts can work in pairs and share their check results. • Experts should not leave workshop while progressive marking. • Experts who are not marking should not enter marking area. **CHECK POINTS: The Marking team leader will highlight the Check points in the test project.** ****IF A COMPETITOR DOES NOT RAISE THEIR HAND AT A CHECK POINT THE EXPERTS MAY NOT MARK THE COMPETITORS WORK**

Format/structure of the Test Project

The Test Project is a series of standalone modules.

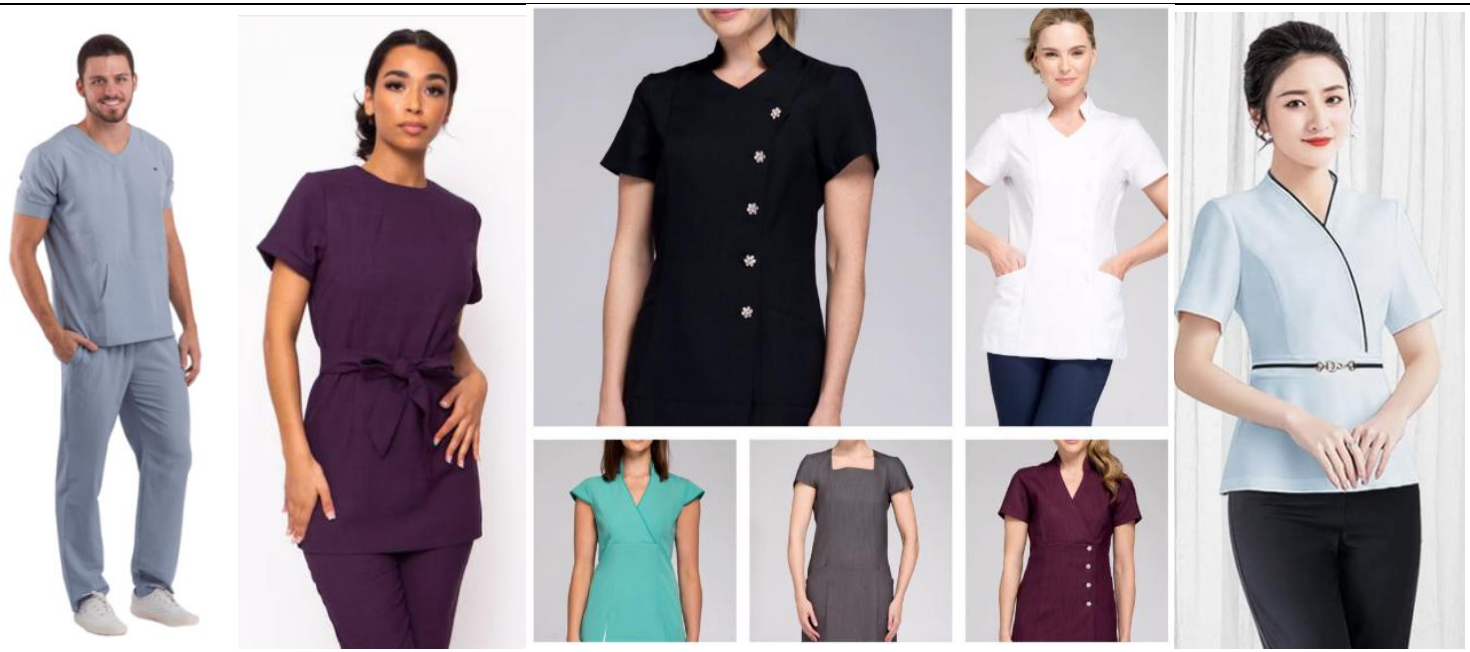
Test Project

The Beauty Therapy Test Projects reflects the purposes, structures, processes, and outcomes of the occupational role they are based on. The Test Project design provides full, balanced, and authentic opportunities for assessment and marking across the Standards.

The Test Project is designed from the following six criteria:

Section	Criterion
A	Facial Treatments
B	Body Treatments
C	Hands, feet, and nails
D	Eye treatments
E	Temporary hair removal
F	Make up

General Marking Specification (for All Modules)	
1. Marking Documents Specification	• Any marking criteria changes due to workplace infrastructure will be clarified on familiarization day.
2. About Competition Models	• Competitors have the right to check their models before the start of the module to assess the model if they find model's natural condition would affect their work, they must point this out to the Expert Marking Team (EMT). EMT will then assess the model this model by comparing with other models. Models can be changed if her/his natural condition greatly differs from others and will affect competitor's work. Chief Expert will be advised if dispute remains and must be notified about all decisions. • Competitors should notify the experts if they find the following models' situations during competition: false eyelash applied or sensitive skin in facial treatment; uneven nails in pedicure and manicure; rough skin and asymmetric features in makeup; hair that tends to break in hair removal. Marking should focus on skills and ignores model's natural disadvantage if any adverse consequences caused by model's conditions. • The Models selection is managed by the Model ESR for each marking team or Time- keepers, where the model will select the bed number. This will be done at the ballot station.
3. Numbers on Marking Forms	• On all Landscape Marking Forms write the competitor's Country Name, not the competitor's name and workstation numbers. • The numbers that the model picks are for the workstation numbers and not the competitor's number. • The Time- keepers will ballot the model workstations and complete the Work -Station allocation form recording the numbers and countries
4. Marking Process Specification	• The Expert should perform observation and judgment in a position that does not hinder the competitor's performance. When the competitor is performing treatments, the Experts should not interfere with the competitor, such as checking the bedding and towels. • Experts should respond quickly when competitor asks to be checked. If several competitors are asking at the same time, experts can work in pairs and share the results. If progressive marking lasts more than two minutes, extra time should be given to the Competitor. • All photos should include competitor's workstation number and the country name. •
5. Adding Time	• If competitor's work is affected by infrastructure or equipment problems, it should be solved with the assistance of Experts, and the delayed time should be added to the competitor's time. • If several competitors are asking to be checked at the same time but the experts are not available at that moment, the timekeeper will note the delay, and competitors are allowed to stop the timer and notify the timekeeper. If the timer is stopped no additional time needs to be added only the balance of the working time on the timer. • If model needs to go to the bathroom, the Competitor signals the time- keeper who will then write down the time, and the competitor will stop his/ her timer. Delayed time should be added to the competitor, she/he should notify the timekeeper once the model returns before continuing.

6. Tools Check	• **Familiarization Day:** Competitors bring all their tools for preliminary check. • Depending on the IL, Competitors may be allocated a Lockable locker to store their personal tools. A list of Personal Tools which are specifically allocated for each module will be provided on familiarisation day. This is checked and signed off on familiarisation day. These will be stored in the Locker. • Pre-competition: competitor should bring only tools without any products as required in the TD Personal tools list. Marks should be deducted if a competitor brings and uses unchecked tools or products not listed in the documents or equipment and tools found in the workshop NOT specifically designated for that Module • Personal Tools Storage: Personal tools and materials should be categorized and placed in clear Ziplock plastic bags for each module and placed in the Locker before competition. • At the start of each module only those tools and materials that have been specified for that Module are placed in the **Clear Ziplock plastic** bag are placed on the couch for the tool check, once completed then these will be placed back into toolbox afterwards.
7. Competitor Preparation	

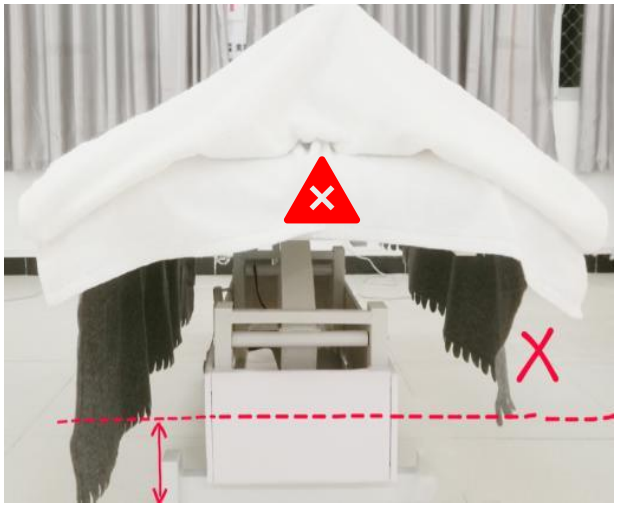
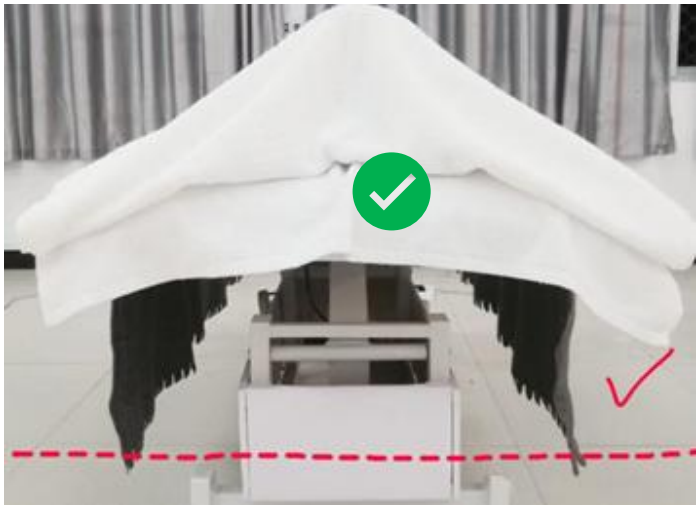
Appearance

Which shoes are allowed??

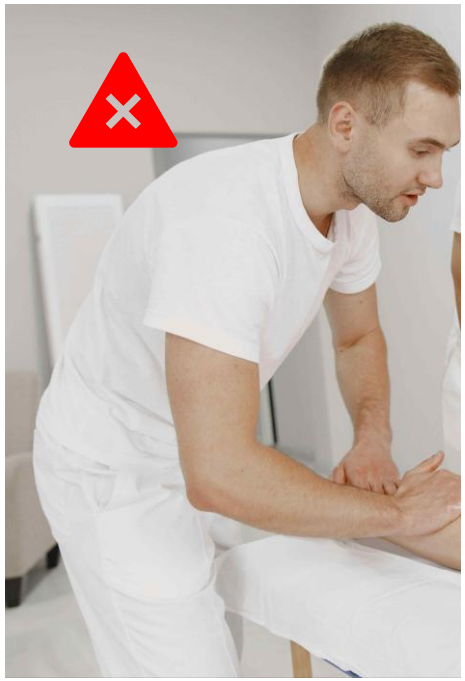
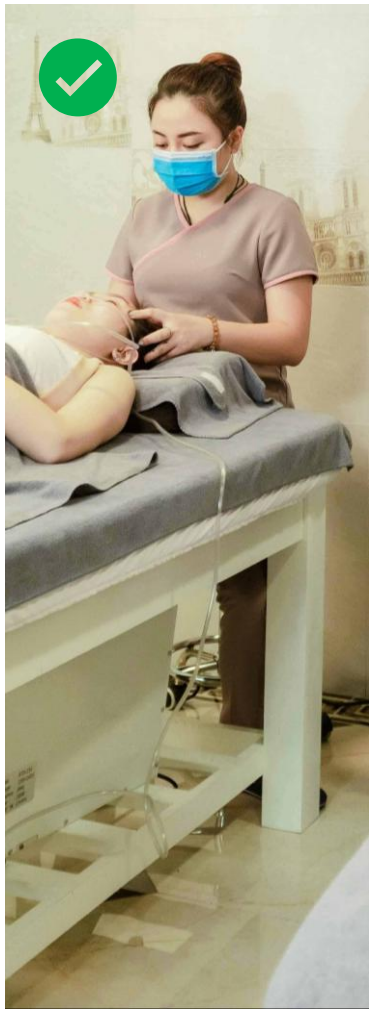
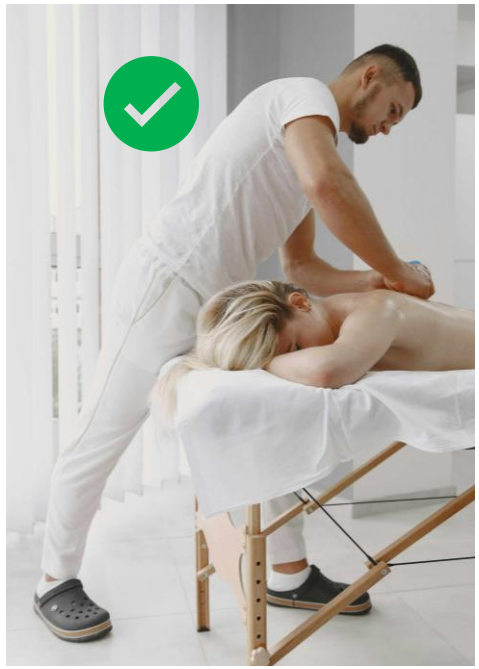
Nails-

8. Preparation for Every Module	• Competitors must maintain high standards of hygiene and sanitation throughout preparation and treatment. • Hands must be washed and sanitised before commencing each treatment and whenever necessary during the service. For massage treatments, appropriate hygiene of the forearms and elbows should also be maintained. • All work surfaces, tools, equipment, and machines that will be used during the treatment must be sanitised prior to use. • Reusable tools must be properly cleaned and disinfected in accordance with professional hygiene standards before use. • Products, tools, and equipment should be organised neatly and safely on the trolley or workstation to allow efficient and hygienic access. • Treatment beds, trolleys, and related equipment should be prepared using appropriate protective coverings and clean linens. • Towels, linens, tools, and products must be handled hygienically throughout the treatment. • Clients must be appropriately prepared and positioned to ensure comfort, modesty, and safety during the service. • Competitors must follow the preparation procedures and timing requirements outlined in the Technical Description and the Test Project. • It is suggested using the 11-step handwashing technique" endorsed by the WHO.

	Sanitize bed, chair, trolley, basin, lamp, machine, and bin. Only sanitize surface areas that will be used, as seen on the diagram.

	Bed Setting example  
9.Treatment execution	• Competitors are expected to perform each treatment in accordance with recognised professional practices and standards commonly used within the beauty therapy industry. • The sequence and requirements of the treatment will be outlined in the Test Project. • Throughout the treatment, competitors must ensure the client's dignity, comfort, safety, and hygiene are maintained. • Experts responsible for assessment should ensure they understand the treatment techniques being demonstrated. Where clarification is required, experts may seek appropriate explanation to ensure fair and consistent assessment. • Assessment criteria may be adjusted by the Test Project development team where necessary to reflect the products, equipment, implements, and model requirements available for the competition

10.Check Points &Timer Usage Requirement:	• Competitors are required to follow the timing procedures specified in the Test Project. When a treatment step requires timing, competitors should signal the designated timekeeper at the start and completion of the step. • The timekeeper will record the relevant timing information in accordance with competition procedures. Competitors may use their personal timers to manage their work during the module. • When a treatment step is completed and requires assessment, competitors should notify the experts so that the step or result can be observed and recorded. • Competitors should ensure clear communication with the timekeeper and experts at the appropriate stages of the treatment in accordance with the procedures outlined in the Test Project. • When a checkpoint is requested in the Test Project, the competitor must raise their hand and ask a checkpoint for her/his work.
11.Client Service	• Competitors must demonstrate professional client care throughout the treatment, ensuring the client's modesty, dignity, comfort, and safety at all times. • The competitor should greet the client, introduce themselves, and maintain a professional and respectful interaction from the beginning to the completion of the service. • Client privacy must be respected at all times, with appropriate draping and positioning used to maintain modesty during the treatment. Exposure means a client's private parts such as breast, underwear area, or groin area is shown anytime during the process. During the • marking process needs to be confirmed by at least two experts. Marks should not be deducted if the exposure is caused by client's actions such as raising an arm, a leg, or turning over. • Competitors must maintain a positive, calm, and professional approach while delivering the service. • All tools, equipment, and products must be used safely and appropriately. Treatment movements should be controlled and gentle to ensure client comfort and to avoid unnecessary skin irritation. Care must be taken to prevent products from entering the eyes, ears, nose, or mouth. • At the conclusion of the treatment, competitors should ensure the client is comfortable and safely assisted from the treatment area in accordance with standard professional practice and competition procedures
12.Posture	• Competitors are expected to maintain professional working posture and ergonomic practices throughout the treatment. Movements should be controlled and fluid, with attention to maintaining a straight and balanced posture. • Appropriate body positioning should be used to ensure effective treatment delivery while minimising physical strain. Competitors should adjust their stance, seating, and working height as necessary to maintain comfort, stability, and safe working practices during the service

	• Exceptional body mechanics and posture throughout the massage: maintaining a straight back, not over stretching; therapist's body moves with the movement; shoulders are low, neck is elevated, knees are bent to create the correct height of the couch   

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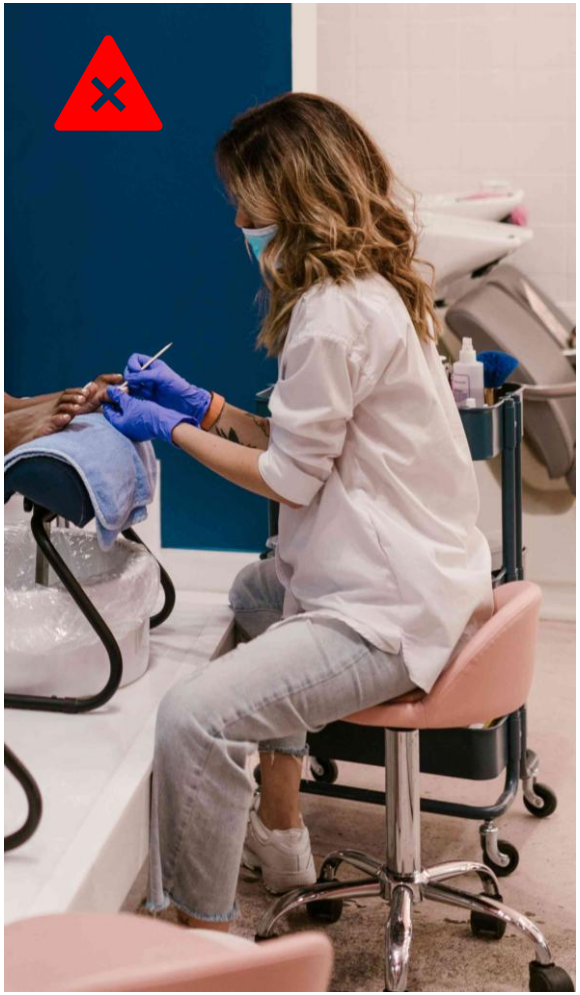
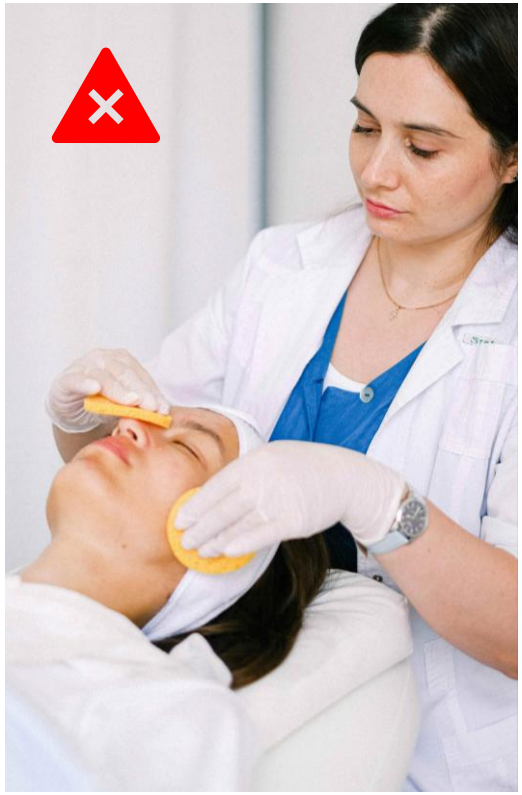


	• The therapist is too low; her lower arm and the chest are about 45 degrees or less. The client's head is higher than the therapist's chest, so that when she does facial massage, machines and other treatment, her hands, arms and shoulders must be lifted, resulting in the body not being able to relax naturally.
13. Workstation **Maintenance, Safety and Hygiene**	• Competitors must maintain a clean, organised, and safe workstation throughout the competition. Products, tools, and materials should be arranged neatly on the trolley or workstation to support efficient and hygienic working practices. • Items should be returned to their designated place after use, and used materials such as tissues, cotton pads, spatulas, or waxing strips should be disposed of or placed in the appropriate area to maintain cleanliness and organisation. • Clean and sanitised materials must be kept separate from used items to ensure proper hygiene standards are maintained throughout the treatment

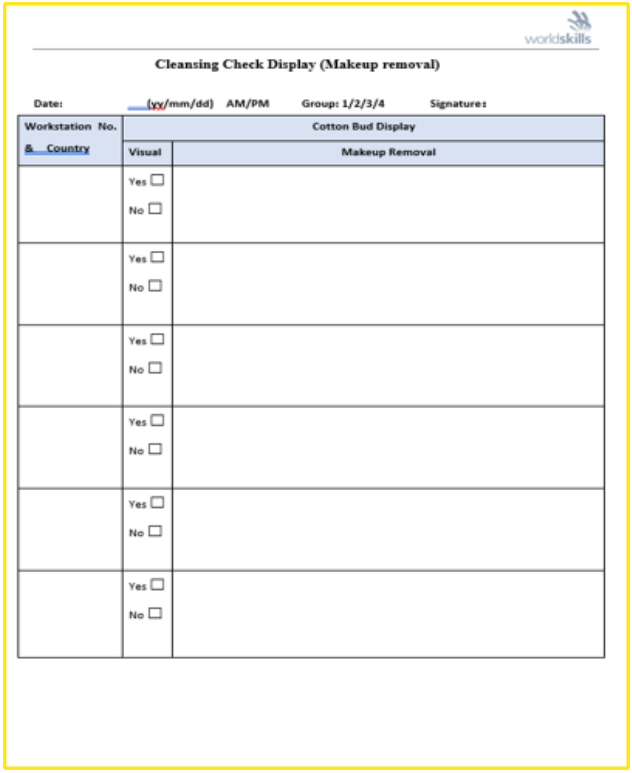
	 • Competitors must maintain a clean, organised, and safe workstation throughout the competition. Products, tools, and materials should be arranged neatly on the trolley or workstation to support efficient and hygienic working practices. • Items should be returned to designated place after use, and used materials such as tissues, cotton pads, spatulas, or waxing strips should be disposed of or placed in the appropriate area to maintain cleanliness and organisation. • Clean and sanitised materials must be kept separate from used items to maintain proper hygiene standards. • Competitors are expected to follow safe working practices and maintain appropriate hygiene standards when using water, electricity, products, tools, equipment, and machines. • Any spills of water or products should be addressed promptly to maintain a clean and safe working environment. Competitors should ensure appropriate hand hygiene after handling waste, cleaning surfaces, or touching items that may affect hygiene standards. • Competitors should demonstrate safe movement and careful handling of equipment throughout the treatment to maintain a professional and safe working environment for both the client and themselves. • Competitors must follow the module-specific requirements and procedures outlined in the Technical Description and the relevant Test Project. • Safety and hygiene requires competitors to pay attention to the safety and hygiene of water, electricity, products, tools, machines.
14.All Clean Up Is Completed and Completed on Time	• Completed on Time: All procedures, including all clean up, are to be completed within the required time. • No points will to be given for on time completion if clean-up was not fully completed or if the competitor does not raise her/his hand for marking.

15. Check Points &Timer Usage Requirement:	• When a treatment step is completed and requires assessment, competitors should notify the experts so that the step or result can be observed and recorded. • Competitors should ensure clear communication with the timekeeper and experts at the appropriate stages of the treatment in accordance with the procedures outlined in the Test Project.
16. Sustainability	• Economical Usage: The competitors should take or use the appropriate amount of product to limit waste. • ONLY Dirty towels from treatments should be placed into "used towel basket". • Clean unused towels and linen should be folded up and neatly placed on the couch. Otherwise, marks will be deducted.
17. Mark Deduction and Photos for Documentation	• Measurement: Photos can be taken on a designated tablet which will be stored for evidence purposes to document the following: messy work area; products or tools are placed in a disorderly manner; residue on the floor, surface, competitor, or the client. Two or more experts should decide together and record it. Measurement cannot be deducted more than once time in the same module. • Judgement: Results for facial mask, body mask, eyelash tint, makeup, nail art and eyelash extension must be photographed with the workstation number and country. Experts should complete marking on the floor. Photos are the only reference when a dispute occurs. • Write why you have deducted the marks on the judges' notes.

18.Marking Display Forms

The following Marking display forms will be used to display the competitors

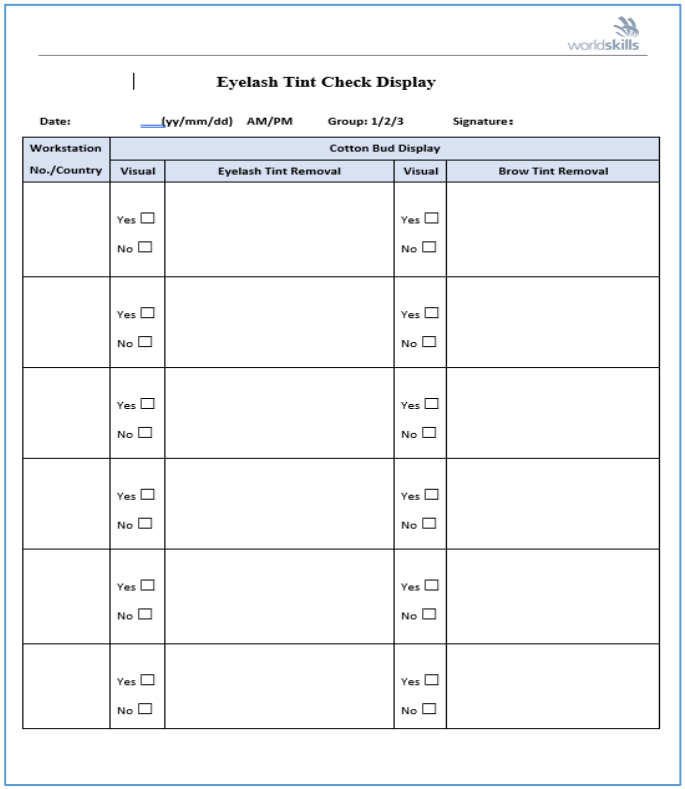
Cleansing and Eyelash tint removal and will be covered with clear tape to preserve the work.



Cleansing Check Display (Makeup removal)

Date: ___(yy/mm/dd) AM/PM Group: 1/2/3/4 Signature:

Workstation No. & Country	Cotton Bud Display	
	Visual	Makeup Removal
	Yes ☐ No ☐	
	Yes ☐ No ☐	
	Yes ☐ No ☐	
	Yes ☐ No ☐	
	Yes ☐ No ☐	
	Yes ☐ No ☐	



Eyelash Tint Check Display

Date: ___(yy/mm/dd) AM/PM Group: 1/2/3 Signature:

Workstation No./Country	Cotton Bud Display			
	Visual	Eyelash Tint Removal	Visual	Brow Tint Removal
	Yes ☐ No ☐		Yes ☐ No ☐	
	Yes ☐ No ☐		Yes ☐ No ☐	
	Yes ☐ No ☐		Yes ☐ No ☐	
	Yes ☐ No ☐		Yes ☐ No ☐	
	Yes ☐ No ☐		Yes ☐ No ☐	
	Yes ☐ No ☐		Yes ☐ No ☐	

19.Ballot Form

Ballot Form

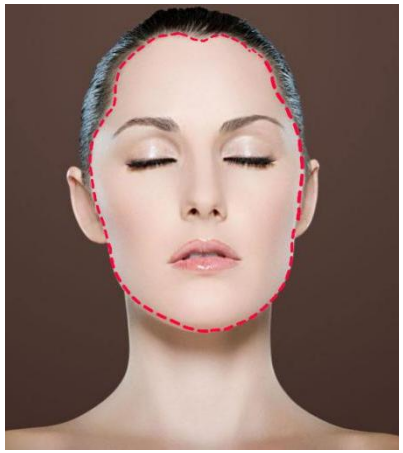
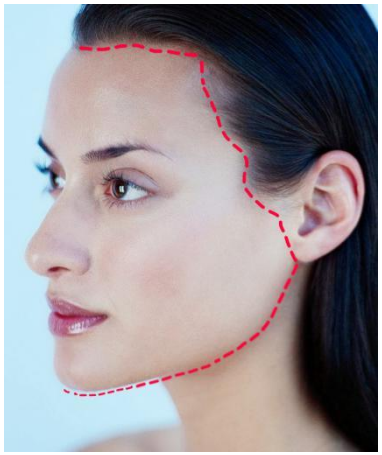
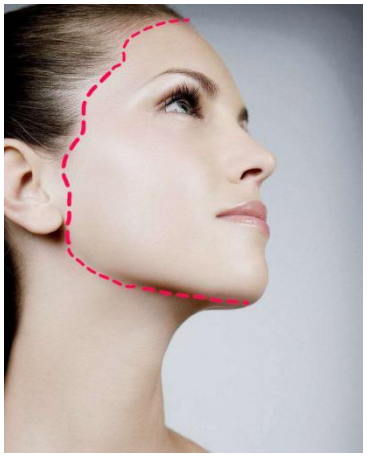
Competitor's workstation and model number

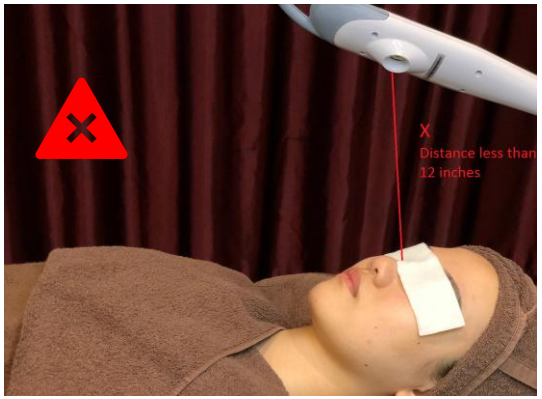
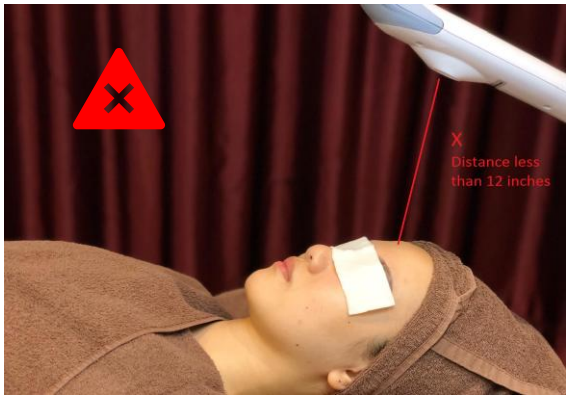
Date: ___(yy/mm/dd) AM/PM Group: 1/2/3

Task: _____

Group Leader:_____

Workstation no.	Competitor's name	Country	Model no.

Examples of a Marking Specifications	
Advanced Facial Treatment	
Makeup Removal Check	The areas of makeup/foundation and cleansing are shown below (from hairline to jawline). the make-up check should not be carried out between the hairline and behind the ears. Make-up removal will only be marked once the competitor has cleansed and toned the skin and raises their hand to be checked. Experts will use damp cotton pads, sweeps all areas with firm pressure to check make-up removal. In mascara removal check, experts use cotton buds to sweep the eyelash from root to tip and sweeps it horizontally. In lipstick removal check, experts stretch the corner of the mouth taut and sweep once or twice. All models should be checked with the same criteria, preferably by the same Expert   

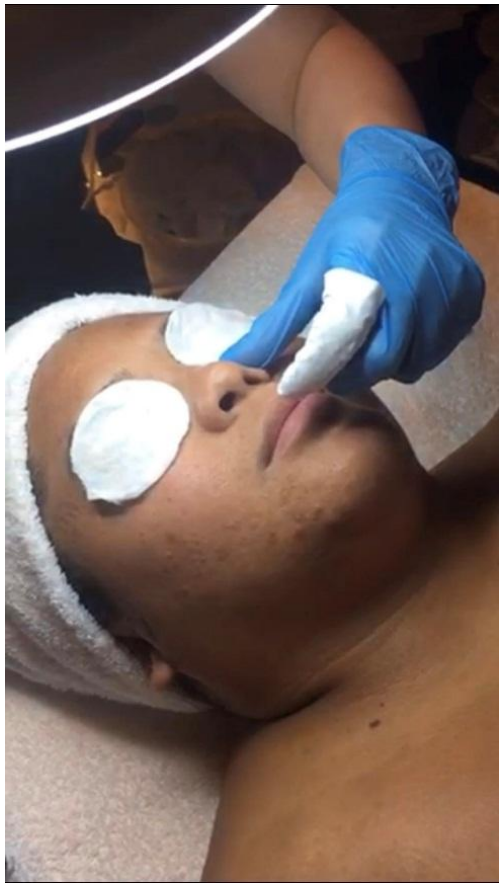
Steaming	Steam should not blow directly up the client nostrils. Steamer can be positions to the side or behind the client. Distance less than 12 inches or less than 30cm X  Distance less than 12 inches or 30cm X 

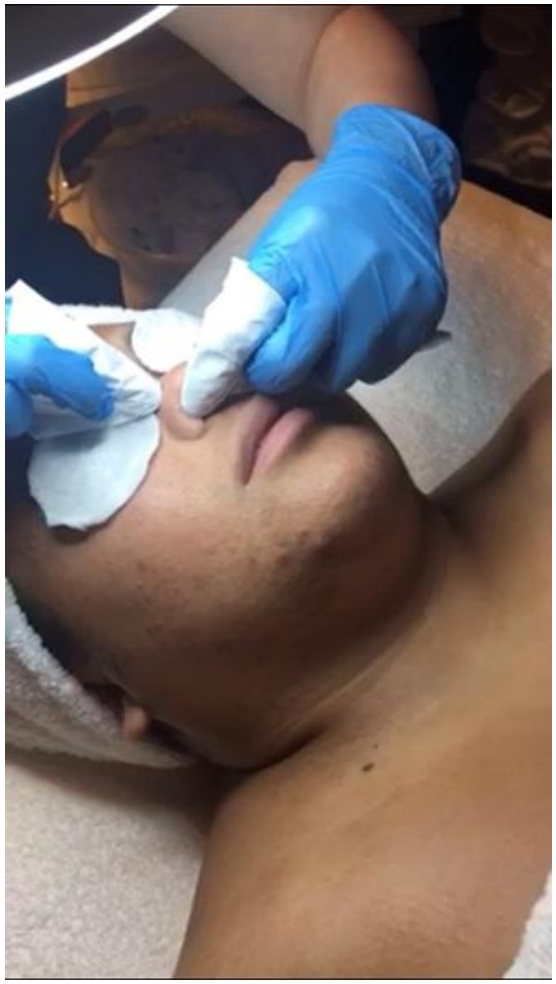
	 Steam does not cover whole face X Steam blows directly up nostrils. X

Steam from the back, more than 12 inches full face. √

not blowing directly up nostrils. √

Extraction Techniques Specification	Depending on the TP the competitors may choose the area they would like to demonstrate the technique however the experts may also then ask the competitor to demonstrate the technique in another area.



Do the same on the left

Clarification of the two blackhead removal techniques

There are two (2) techniques for removing blackheads: using the tissue covered fingertips and using the index fingers. Both techniques are acceptable and technique marks should be given for either method. The fingertips method is to use steady and direct pressure to gently squeeze the blackhead out.

The index finger method is to gently squeeze the blackhead out with fingers moving back and forth repeatedly. It should be noted, however, that moving the fingers back and forth repeatedly can cause friction and a greater risk of bruising.

About Skin Redness	Excess redness, marks and trauma should be checked at the end of the facial, to allow the skin has a reasonable time to calm down.
Exfoliation	Depending on the IL the Competitor will be required to perform exfoliation with a few different products. All products to be use according to manufactures instructions.

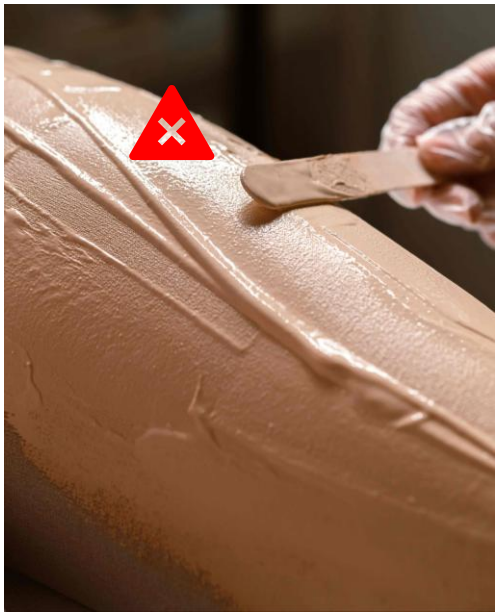
Machine Operation – Ultrasonic- **(PLEASE NOTE THAT MACHINES & THE APPLICATION METHODOLOGY CAN CHANGE ACCORDING TO IL)	**Machine Preparation and Test** Prepare machine, plug in, wires neat and not trailing on client. ***First picture, wand held correctly, and the skin is supported, Second picture there is no support of the area treated.*** • Clean and sanitize machine's probe/electrode, switch and panel • Examples of equipment that is commonly used in our industry may include: • Ultrasonic iontophoresis • Ultrasonic desincrustation • Hi-frequency • Vacuum • Rotary brush • Galvanic machine • Micro-current • Radiofrequency • Micro-dermabrasion • Micro-spray /Airbrush applicator • Electro Muscle stimulator • massage roller **Please note the IL will determine which electrical equipment will be used at the competition. In all case the equipment must be operated safely and correctly using the manufacturer's instructions.**

Eyelash Tint	Eyelash tint criteria see pictures below (judgment)

Mask Application – Follow Product Manufacturers instructions (Please note that this can change depending on the IL)	**Depending on the TP and IL a suitable mask will be selected** The mask is applied to the whole face, following the hairline on the forehead, down the sides of the face, straight down the neck to the base of the neck. The mask should not be applied to the eye socket, following the eyebrow, around the eye and up the nose. The nostrils should be covered in mask, but not up the nostrils to interfere with breathing. See the pictures below, the thickness of the mask should cover the skin evenly with no gaps, or uneven coverage. The application of the Mask will be as per the IL.

Thickness of mask application is for photographic description purposes only

Body Treatment	
Body Mask Areas and "3 scores" Criteria	

	• The body mask should be applied in accordance with professional beauty therapy practices and the requirements outlined in the Test Project. • Application should cover the designated treatment areas of the legs, back, and arms as specified for the module. • The mask should be applied evenly and with appropriate control to ensure consistent coverage. • Edges should be applied neatly and professionally using appropriate tools. The mask layer should be sufficiently applied to provide effective coverage of the skin while maintaining a clean and well-presented finish. • Application techniques should demonstrate control, consistency, and a professional standard of treatment execution.  Experts should ensure that the client's modesty and dignity are respected when observing or checking treatment results. Any uncovering of treatment areas should be carried out discreetly and only to the extent necessary for assessment.

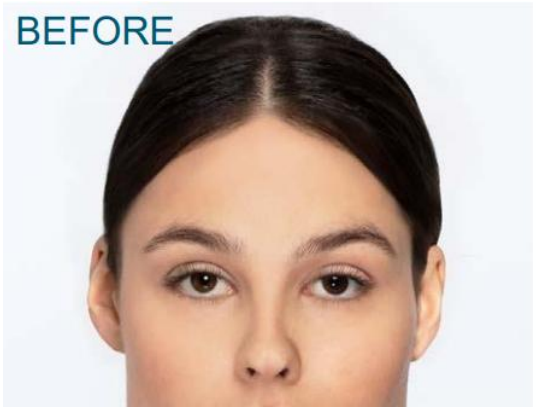
Body Massage - Please note that this can change depending on the IL)	**The massage Technique to be applied will be specified in the TP & Pre -TP and can include:** • Swedish Massage • Lymphatic Drainage • Deep Tissue Massage /Sports Massage • Hawaiian massage • Wooden Tool /Massage Implements • Hot stone Therapy • Slimming massage • Or combinations of the above. Please note the IL will determine which electrical equipment will be used at the competition. In all case the equipment must be operated safely and correctly using the manufacturer's instructions.
Massage Medium Removal Check on Feet and Hands	For safety and to avoid the client slipping, , Oil removed from the bottom of the foot only. Can use hot compresses or any other method. No oily residue visible when pressed with a tissue.
Manicure and Pedicure	
Shaping Requirement	Shaping Requirement: shape is based on client's natural nail and requirement. Free edge should be shaped into a square or rounded shape on the fingers and toes. Photo below: Different shapes of square are seen in the free edge.

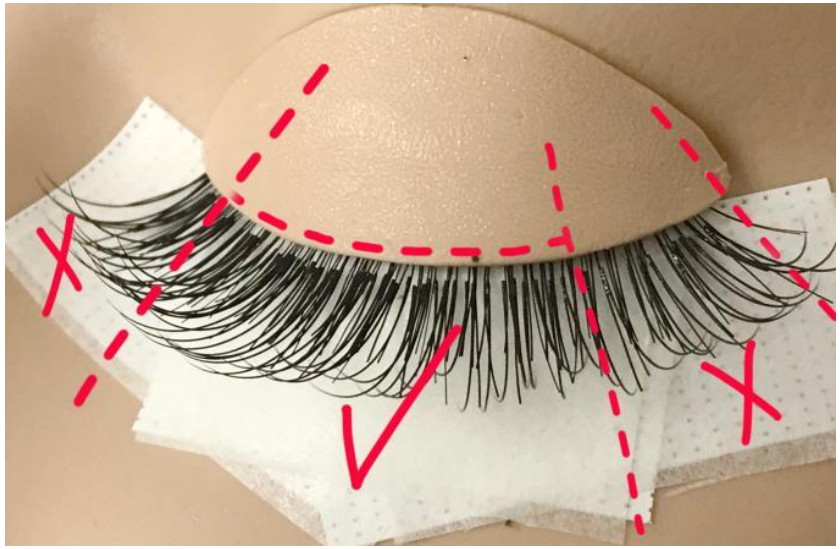
consistency of the curve and width of smile lines and evenness of polish. Pink polish should emphasize the evenness and smoothness of the polish.

Red Gel Polish	

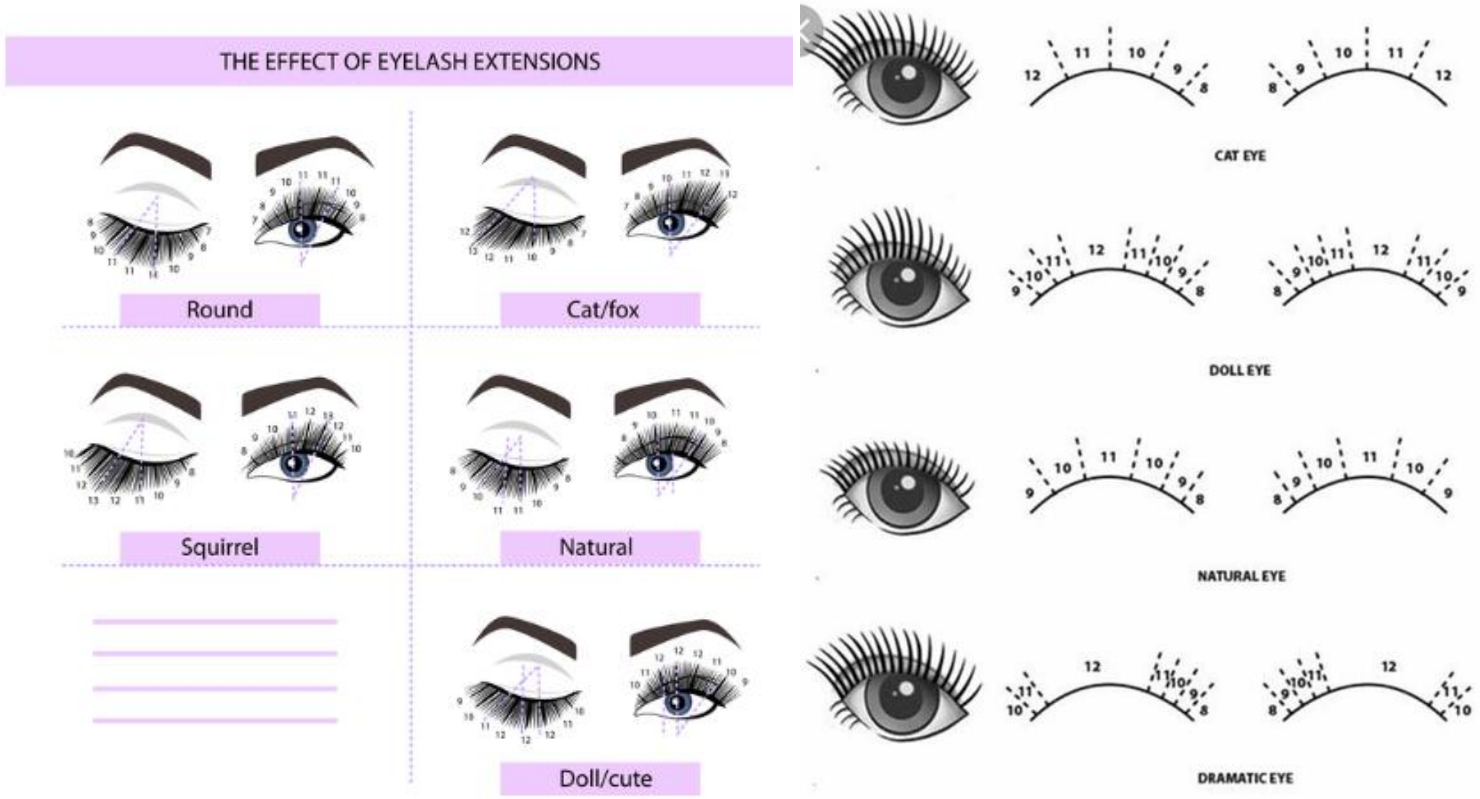
Foot Mask Application and Removal	Foot mask should cover all areas including toes and between toes with no skin showing to just above the ankle the Nail plates must be completely covered. Depending on TP and IL Wrap the mask before cleansing if plastic cling film is provided. ***Thickness of mask is for photographic purposes***

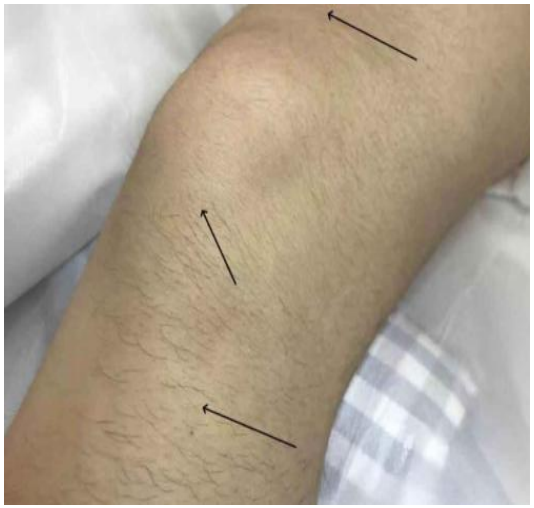
Eyebrow Shaping and Tinting	
Eyebrow Removal can be performed using Tweezing waxing or threading depending on the TP	**Tweezing Technique**

Overall Look of Eyebrow Shaping:	Consider the individuality of the client's face and eyes when judge the shape.
Eyebrow Tinting and Requirement	**Eyebrow Tint**: Eyebrows are completely but not excessively covered. The tinted eyebrow area is clear and fairly symmetric. 

Eyelash Extension	
Marking Methods	• Do not trim or remove the lashes on the Training Doll / Bioskin Doll before the competition. • Keep the eye pads for checking. Place the Training Doll/ Bioskin Doll on the trolley for checking.
Distance Check	Brush eyelashes with steel comb after the above steps and observe whether the distance between adjacent extensions is the same. 

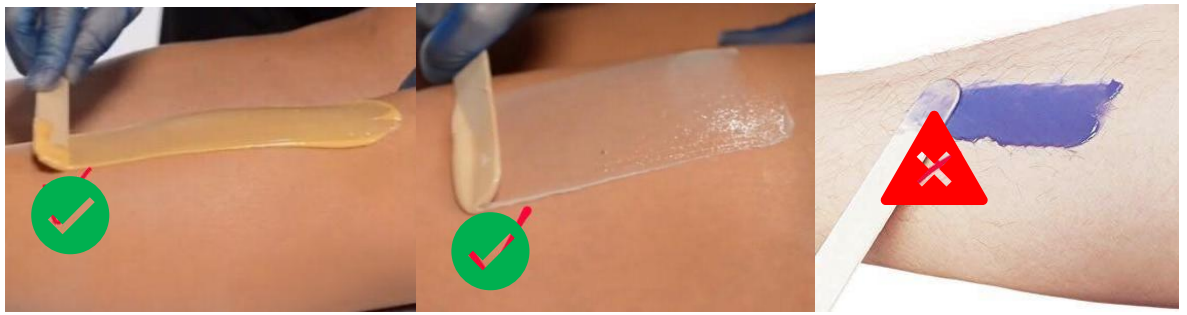
Angle and Direction Check	Lashes are applied at approximately a 90°angle to the eyelid (See photo below).

Lash Mapping	The Competitor applied the eyelashes following the pre-defined format proposal (mapping style). 

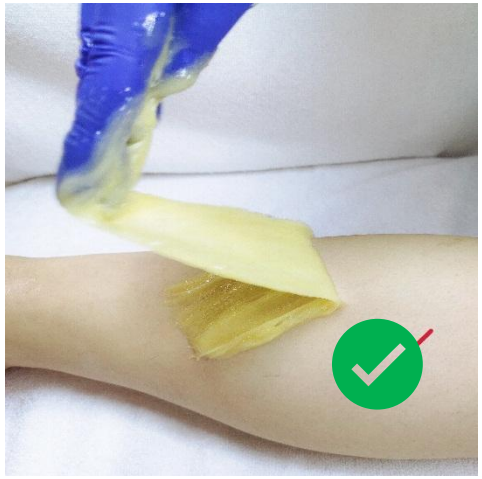
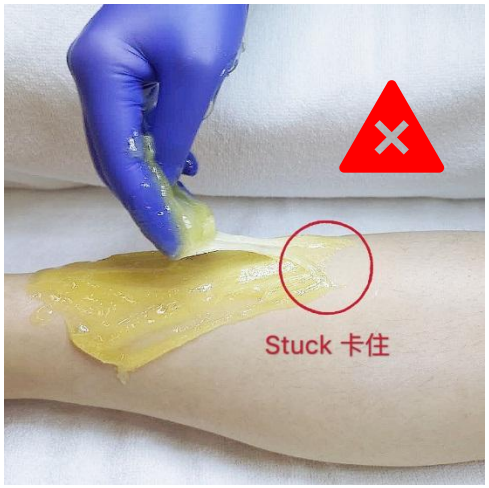
Hair Removal (Sugar, Hot Wax and Warm Wax)	
Correct Application and Removal Techniques for All Kinds of Hair Removal	Because the hair can grow in several directions or grow in a not typical direction in the same areas of the body, and some fine hair can be hard for the judge to see, particularly if they are standing at a distance, experts can be led to subjectively or artificially misjudge. As the goal is to test whether the competitor has mastered the skill, experts should specify an area of chin, arms and legs for the competitor to operate and reward marks immediately. Three methods should be judged on the same criteria independently. 

Model's **Natural Disadvantages**	• Competitors should notify the experts before the procedure begins if the competitor finds that the hair is too short to be waxed or if the hair cannot be removed because the hair is unusually easy to break. • If this occurs, the experts should examine the model to determine the reason. Photographs should be taken for documentation. Marks should not be deducted if it is the client' natural condition that causes hair breakage. In this situation, models should not be replaced to ensure that all competitors finish the competition on schedule. **Before** **After**
Preparation Work	• Workplace staff preheats the wax warmer; competitors must manage and maintain the temperature of their Heaters by adjusting the • temperature based on his or her preference before the competition. • The heater is not required to be sanitized in preparation work as it should be 100% CLEAN BEFORE STARTING THE MODULE.

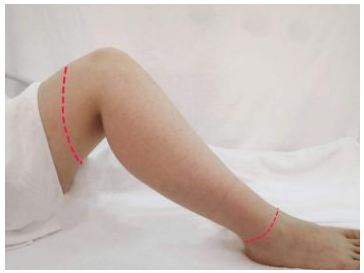
Temperature Test	• Sugar temperature does need to be tested on self. • Hard and warm wax temperature should not be tested on client's face or neck. Wax Temperature must first be checked on the therapist and then the temperature must be tested on the arm. • (Please note that this can change depending on the IL the following are examples of the types of wax that can be used on all areas and can be changed according to the test project)
Correct Application Techniques - Warm Wax	 Both of the following methods of wax application are acceptable. One: Apply the wax directly to the skin evenly. Direction of application is according to Manufacturer's instructions

	Two: Load the wax to the starting point of treatment area first, then spread the wax evenly. 
Correct Application Techniques- Hot Wax (Hard Wax)	Depending on Manufactures instructions It is permitted to apply hot wax with or against the hair growth direction repeatedly in order to completely remove the fine and short hairs on the chin and upper lip areas.

Correct Wax Removal Techniques-Hot Wax	The following three ways to lift the edge are all correct. **First**: Use fingertip to lift up the edge. **Second:** Make a small wax strip to adhere to the edge for lifting or use the wax that was tested on the client to adhere. **Third**: After spreading the wax, use spatula tip to adhere the edge for lifting.

Correct Wax Application and Removal Techniques- Sugar	A bolster may be an obstacle in leg hair removal and can be taken away. The two types of leg placement showing the photos below are both correct.  

Pressure for Releasing the Pain	**Warm Wax**: Applying pressure immediately after the removal of a wax strip will help release the pain is not required in warm wax because it can make the glove sticky. Applying pressure immediately after each pull to help release the pain is required in **sugaring and hard wax**.
All Remaining Hair Check	The experts will use a magnifying lamp to check the hair removal If it is available in the IL.
Skin Trauma Check	**Check for redness** **Abnormal redness and skin lifting** **Normal redness and small bumps**

Hair Removal Areas:	Hair removal areas: see photos below. **Chin and lip** **Legs, one hand width above the knee to the top of the ankle bone**  **Arms one hand width above the elbow to the top of the wrist bones.**

Body Electrotherapy Treatments	Body Electrotherapy treatments can be completed as a Stand-alone treatment, or it can be incorporated into a Spa Body treatment where the body is cleansed and Exfoliated followed by one of the following Electrotherapy devices: • Electro-Gyratory Massage • Electrotherapy Muscle stimulation • Micro-current • Radiofrequency • Ultrasound • Infra-Red • Spa Blankets Please note the IL will determine which electrical equipment will be used at the competition. In all cases the equipment must be operated safely and correctly using the manufacturer's instructions.
Nail Art	
Marking Method:	• Depending on the TP the competitor's work to be compared to the sample manuscript/ model costume. • Experts mark all works together after the competition finishes. • Marking time should be no more than 1 hour (finish marking before makeup ends). • Mark all aspects by comparing every competitor's works and then check whether each aspect's marking is consistent with 'overall effect' marking. • Judgment aspects generally contain several marking points; marking should be comprehensive instead of focusing on one of the points. • Every expert should mark at least 3 levels for all works.

Techniques Marking	Mainly mark the nail art's composition, colour blending, line drawing techniques, and especially free-hand painting skills. Colour, pattern, and overall design are harmonious with makeup. **The Design needs at least 3 different techniques** • Use at least three different types of Nail Art technique incorporated into the one design, e.g. decorative design, decals, rhinestones, • stripping tape, glitter, foils, and gemstone. • Free-hand painted design (no stencils or tracing tools)
Evening Make Up	
Marking Method:	• Compare competitor's work with sample manuscript or model's costume. • Models are seated in two rows and experts move around to mark. • Mark all aspects by comparing every competitor's work and then check whether each aspect's marking is consistent with overall effect marking. • Judgment aspects generally contain several marking points; marking should be comprehensive instead of focusing on one of the points.
Techniques Marking	• Mainly mark competitor's makeup techniques, design ability, and aesthetic appreciation. • Variations between actual makeup and the sample manuscript should be less than 20%. Variation means proper adjustment of shape and colour from manuscript based on model's face shape, eye shape, and skin colour. • Shape variation includes adjustment of pattern size, placement, and proportion.

	• Colour variation includes adjustment of eye shadow, blush and lipstick. Specific colour application should be determined by the colour provided in "mystery box". • Comprehensively mark the 3D and contour effect of blush and foundation. • Mark the overall effect of eye shadow and eye liner.
	Below are sample ideas, not the actual costume this will depend on the TP

Assessment and marking using measurement

Measurement (M)

Measurement is used to assess accuracy, precision, and other performance that can be measured objectively. It is used where ambiguity must be avoided. The total marks allocated to measurement marking may vary from competition to competition depending on the Test Project.

Normally three Experts will be used to assess each aspect, with a fourth Expert supervising. In some circumstances the team may organize itself as two pairs, for dual marking. Unless otherwise stated, only the maximum mark or zero will be awarded. Where they are used, the benchmarks for awarding partial marks will be clearly defined within the Aspect. To avoid errors in calculation or transmission, the CIS provides a large number of automated calculation options, the use of which is mandated.

Assessment and marking using judgement

Judgement (J)

Judgement is used to assess the quality of performance about which there may be small differences of view when applying the external benchmarks:

Judgement uses a scale of 0-3. To apply the scale with rigour and consistency, Judgement must be conducted using: benchmarks (criteria) for detailed guidance for each Aspect. The Resources Column below may include all kinds /Formats such as (a link to a YouTube video, a website link, an illustration, a photo, a reference to a book, and so on. It needs to be as detailed as possible to show the differentiation between 0, 1, 2, 3This is documented in the Standards and Assessment Guide below.

the 0-3 scale to indicate:

0: performance below industry standard

1: performance meets industry standard

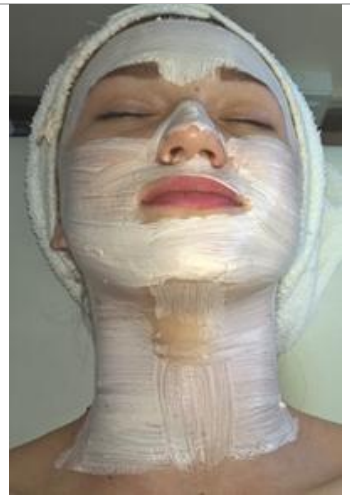
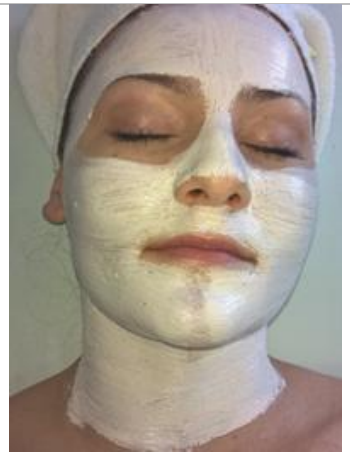
2: performance meets and, in specific respects, exceeds industry standard

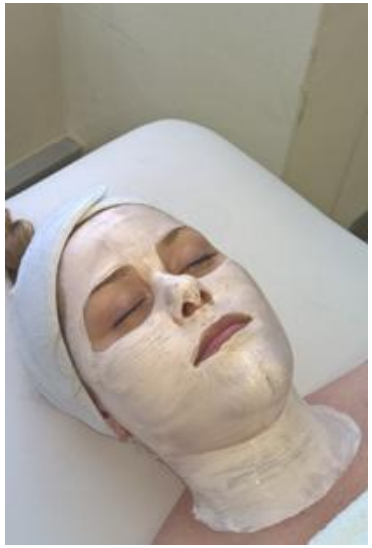
3: performance wholly exceeds industry standard and is judged as excellent

Three Experts will judge each Aspect, normally simultaneously, and record their scores. A fourth Expert coordinates and supervises the scoring and checks their validity. They also act as a judge when required to prevent compatriot marking.

Examples of measurement and Judgement Marking Aspects. Please refer to marking schemes from past competitions

Aspect - Advanced facial - Apply mask to face and neck

5	0	The mask is applied to the face and neck unevenly with thin and thick areas, the mask is either touching the lips and eyelids or has a very large gap around the lips and eyes.	
	1	Apply mask to face and neck covering whole area mostly neatly and evenly - Mask must cover the whole face and the neck to the base. outlines is slightly unevenly applied with two or three thin or over thick areas	

	2	Apply mask to face and neck covering whole area neatly and evenly - Mask must cover the whole face and the neck to the base. Neat outlines and evenly applied with one thin area and/or one over thick areas	
	3	Apply mask to face and neck covering whole area neatly and evenly - Mask must cover the whole face and the neck to the base. Neat outlines and evenly applied with no thin areas or over thick areas	

Aspect - Brow Shape with Tweezers - Finished Shape

WSOS section as per TD	Points	Descriptor	Resource
4	0	Eyebrows are uneven and unbalanced. More than 3 thick visible hairs remain which should be removed in eyebrow shaping. There was skin damage or visible excessive redness; not all visible coarse hair has been removed by the Competitor; the client's eyebrows were uneven.	
	1	Eyebrows are mostly equally shaped and balanced as far as possible. More than 3 thick visible hairs remain which should be removed in eyebrow shaping. There was a small amount of skin damage and/or redness; some thick hairs were visible; the client's eyebrows were, for the most part, symmetrical (as far as possible); and brushed into the appropriate shape by the Competitor.	

	2	Eyebrows have a slights variation in shape and balance as far as possible. 1-2 visible hair remains which should be removed. There was very little skin damage or excessive redness; most of the visible thick hair has been removed; the client's eyebrows were almost completely symmetrical (as far as possible); and brushed into the appropriate shape by the Competitor.	

	3	Eyebrows are equally shaped and balanced as far as possible. No visible hair remains which should be removed. There was no skin damage or excessive redness; visible thick hair has been removed; the client's eyebrows were completely symmetrical (as far as possible); and brushed into the appropriate shape by the Competitor.	

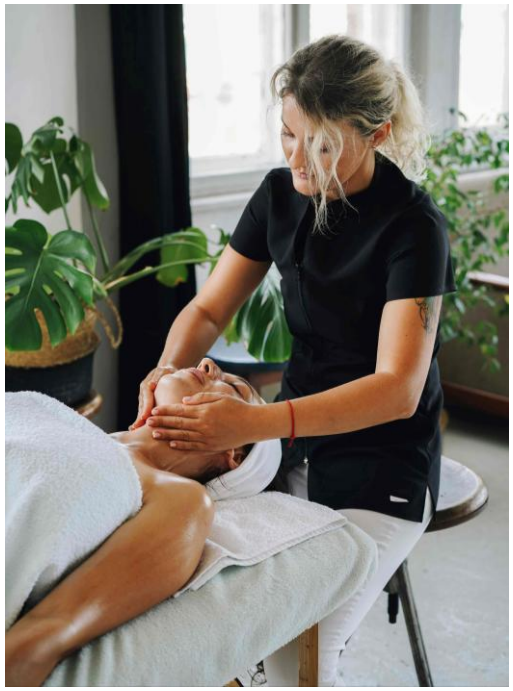
Aspect -Brow Lamination and tint (M)

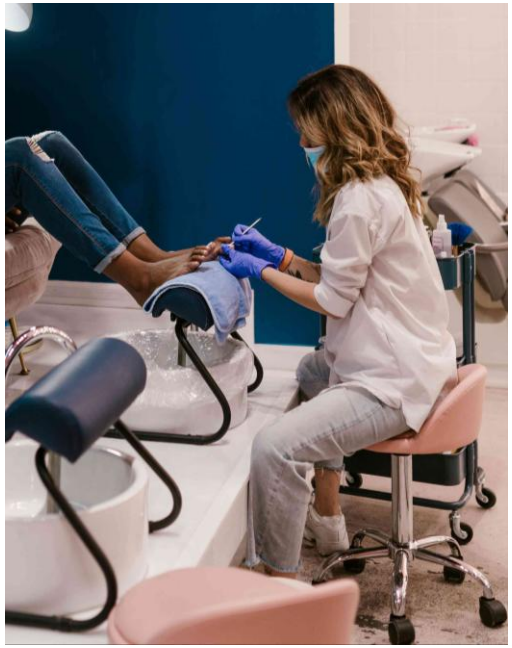
Aspect	WSOS per TD	Question	Descriptor
Brow lamination procedure is carried out correctly	**5**	Has the brow been correctly measured? Has the brow been cleansed? Have they been brushed into the correct shape?	Measured using a straight edge. Cleanse with correct product.
	5	Has the correct application and removal of brow perm been carried out? Has the correct timing been implemented?	Apply brow perm and leave on for 6 mins. Remove.
	5	Has the correct application and removal of neutralizer been carried out? Has the product been left on for the correct timing	Apply neutralizer and leave on for 4 mins. Remove.
	5	Have all the products been left to develop for the correct length of time?	Use personal timers and ensure timekeeper note the times.

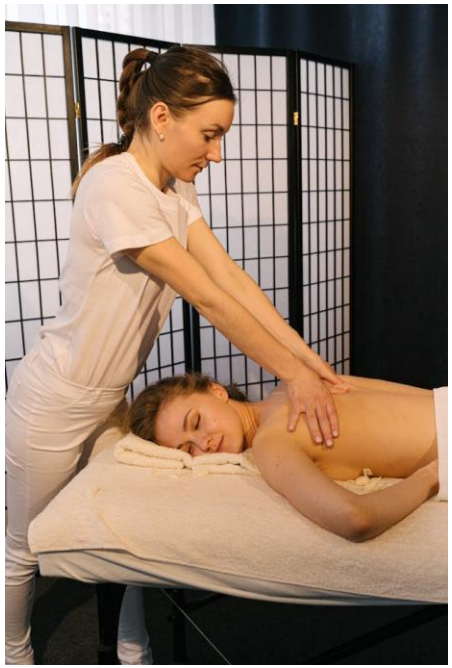
Brow tint application	**5**	has the Brow tint been applied correctly? has the tint been left to develop for the correct duration?	Correct application of eyebrow tint and leave on for 3 minutes
Brow tint removal	**5**	has the brow tint been removed adequately? Is there any residue? Is there any staining of the skin?	Removed the tint from the brow leaving no residue or staining on surrounding skin

Aspect - Posture (J)

WSOS section as per TD	Points	Descriptor	Resource
6	0	Body remains over bent throughout the whole process, not natural and relaxed. The Competitor demonstrated poor posture during the procedures: she did not keep her backbone aligned; generated overload in joints, carrying out movements with great effort and not distributing the weight bearing with balance; her shoulders were high and tense; her head was flexed, not aligned with her backbone; and the knees were not flexed to create the correct height for the body in relation to the stretcher.	

	1	Body remains over bent most of the time, not natural and relaxed. The Competitor demonstrated average posture during the procedures: she kept her backbone aligned; generated little overload on joints, performing some movements with great effort and not distributing the weight bearing with balance at times; the head and shoulders were aligned most of the time; and, sometimes, the knees were flexed to create the correct height for the body in relation to the stretcher.	

	2	Body remains over bent sometimes, fairly natural and relaxed. The Competitor demonstrated good posture during the procedures: she kept her backbone aligned; the joints without overload, carrying out movements freely, almost always distributing the weight bearing with balance; the head and shoulders were aligned most of the time; and the knees were flexed to create the correct body height in relation to the stretcher most of the time.	

	3	Body is rarely over bent, natural and relaxed. The Competitor demonstrated excellent posture during the procedures: she kept her backbone aligned; joints without overload; her body moved freely and safely, distributing the load of weight with balance; her head and shoulders were aligned; her knees were bent to create the correct height for her body in relation to the stretcher. She assumed comfortable and practical postures, which enabled effective movements with minimal physical wear and joint overload.	

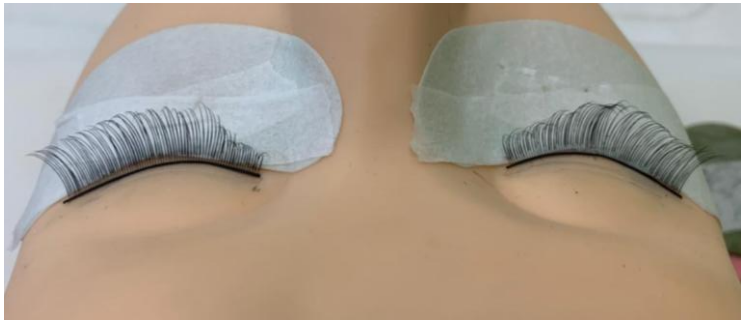
Aspect - Facial – Cleansing (J)

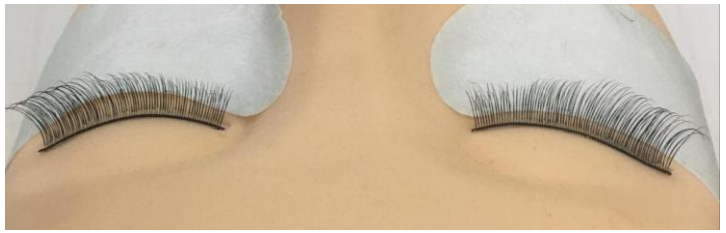
WSOS section as per TD	Points	Descriptor	Resource
5	0	Poor rhythm, repetition, and basic variation of movements that does not suits the elasticity and skin condition - very rough on the skin. The skin cleansing technique presented insufficient rhythm and repetition, with basic variation of movements, and these were not in accordance with the elasticity and skin conditions. Many parts of the skin of the face, neck or décolleté were lacking. The Competitor was very rough on the skin, had no manual dexterity.	https://www.pexels.com/video/a-specialist-doing-a-face-massage-to-a-woman-5534669/
	1	Adequate rhythm, repetition, and standard variation of movements that suits the elasticity and skin condition - adequate removal of product The skin cleansing technique presented satisfactory rhythm, repetition and variation of movements, adequate to the elasticity and skin conditions. Some parts of the skin of the face, neck or décolleté were lacking. The Competitor's removal of the product was adequate, but with little manual dexterity.	https://www.pexels.com/video/a-woman-having-a-facial-treatment-5524244/
	2	Good rhythm, repetition, and suitable variation of movements that suits the elasticity and skin condition - good removal technique	https://www.pexels.com/video/woman-having-a-facial-treatment-7423537/

		The skin cleansing technique showed good rhythm, repetition and variation of movements, appropriate to the elasticity and skin conditions. The Competitor sanitized the skin of the face, neck and décolleté. The removal technique was good, with excellent manual dexterity.	
	3	Outstanding rhythm, repetition, and appropriate variation of movements that suits the elasticity and skin condition - removal technique is excellent. The skin cleansing technique presented excellent rhythm, repetition and appropriate variation of movements, suitable for the elasticity and skin conditions. The Competitor sanitized all the skin of the face, neck and décolleté. The removal technique was excellent, with manual dexterity.	https://www.youtube.com/watch?v=tU6jYAlVG8k https://www.youtube.com/watch?v=U645AvVc930 https://www.youtube.com/watch?v=Iem6Zz8qQR8

Aspect - Individual Eyelashes - Lash application suits natural eye shape(J)

WSOS section as per TD	Points	Descriptor	Resource
5	0	Unequal and less than 50% coverage, no variation in length to suit the client's eye shape, incorrect length, thickness and curl. • Less than 50% of eyelashes were lengthened by the • Competitor. The stretch was uneven, with no variation • in length to suit the shape of the client's eyes. The • length, thickness and curvature were incorrect. Lashes are uneven and less than 50% of the number of natural lashes lengthened, no variation in length to suit client's eye shape, incorrect length, thickness and curl	

	1	Mostly equal 50% - 70% coverage, showing little variation in length to suit the client's eye shape, mostly correct length of approx. two sizes more than the natural lash length, mostly correct thickness or curl. From 50% to 70% of the eyelashes were lengthened by the Competitor. There was little variation in length to suit the shape of the client's eyes. The length was just about right, about twice the length of natural lashes; thickness and curvature were correct in some parts. From 50% to 70% of the number of natural lashes lengthened, showing little variation in length to suit the client's eye shape, most are the correct length approximately two sizes or more longer than the length of natural lashes to create the shape as per test project, most has the correct thickness or curvature.	
	2	Equal 70% - 80% coverage, showing some variation in length to suit the clients eye shape, correct length of approx. two sizes more than the natural lash length, correct thickness and curl. From 70% to 80% of the eyelashes were lengthened by the Competitor. There was variation in length to suit the shape of the client's eyes. The length was correct, approximately twice or longer than the length of natural lashes to create the shape as per test project The thickness and curvature were correct.	

	3	Equal 80% plus coverage, showing correct variation in length to suit the clients eye shape, correct length of approx. two sizes more than the natural lash, thickness and curl. Equal to or more than 80% of the eyelashes have been lengthened by the Competitor. There was correct variation in length to suit the shape of the client's eyes. The length was correct and adequate, approximately twice or the length of natural lashes is long enough to create the desired shape as per the test project. The thickness and curvature were correct and adequate. Depending on TP competitors must apply up to 60 lashes per eye	

Make up - Overall look of the Eye makeup (J)

WSOS section as per TD	Points	Descriptor	Resource
5	0	Eye makeup is uneven, unbalanced, not neat - unshaped, depth of colour and placement on both eyes. Less than three different colours used. The general appearance of the eyes was not balanced, with appeared irregular and uneven. The eyes were blurred. The colouring done by the Competitor was irregular in colour intensity and location in both of the client's eyes.	

	1	Eye makeup is slightly uneven, unbalanced, clean and neat - variation in shape, depth of colour and placement on both eyes. Three or four different colours used. The general appearance of the eyes was slightly imbalanced, with an irregular, slightly uneven, but clean and tidy appearance. The colouring done by the Competitor showed variation in contour, colour intensity and location in both of the client's eyes.	
	2	Eye makeup is even, balanced, clean and neat - slight variation in shape, depth of colour and or placement on both eyes. At least four different colours used. The general appearance of the eyes was balanced, with a slightly irregular appearance. The eye area was even, balanced, clean and tidy. The colouring done by the Competitor showed slight variations in contour, colour intensity and location in both of the client's eyes.	

	3	Eye makeup is even, balanced, clean and neat - same shape, depth of colour and placement on both eyes. At least four different colours used. The general appearance of the eyes was balanced, with a regular appearance. The eye area was even, balanced, clean and tidy. The colouring done by the Competitor presented the same contour, the same colour intensity and the same location in both of the client's eyes.	