



Practitioner submitted task: Prepared for the Project, Teaching to Fish (Build Tasks) Integrating OALCF  
Task Development within Ontario's Literacy Programs (2014)

OALCF Task Cover Sheet

**Task Title:** Fill in a Client Profile form for a Hairdresser

<b>Learner Name:</b>	
<b>Date Started:</b>	<b>Date Completed:</b>
<b>Successful Completion:</b> Yes ___ No ___	
<b>Goal Path:</b> Employment <input checked="" type="checkbox"/> Apprenticeship <input checked="" type="checkbox"/> Secondary School ___ Post Secondary ___ Independence ___	
<b>Task Description:</b> Task involves filling out a form and making calculations as a hairdresser.	
<b>Competency:</b> A: Find and Use Information B: Communicate Ideas and Information C: Understand and Use Numbers	<b>Task Group(s):</b> A2: Interpret documents B3: Complete and create documents C2: Manage time C3: Use measures
<b>Level Indicators:</b> A2.2: Interpret simple documents to locate and connect information B3.2a: Use layout to determine where to make entries in simple documents C2.1: Measure time and make simple calculations C3.2: Use measures to make one-step calculations	
<b>Performance Descriptors:</b> see chart on last page	
<b>Materials Required:</b> <ul style="list-style-type: none"><li>• Task set and document</li><li>• Pencil/pen</li></ul>	



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**Task Title:** Fill in a Client Profile form

**Learner Information and Tasks:**

Hair stylist must create "Client Profiles" for new clients and update the information as needed. They must also keep a record of what was done at each visit. Look at the Client Profile document.

- Task 1:** The client, Susan Brown, recently started working in a new restaurant. Update her work number to (705) 726-2323.
- Task 2:** Why do you think a hairdresser would ask about work and activities?
- Task 3:** Why do you think it would be important to know about a client's allergies and medications?
- Task 4:** Susan Brown currently has light ash brown hair and has come in for a colour touch up on her roots. Her stylist, Janet Smith, knows that Susan's natural hair colour is very dark brown (level 3) and about  $\frac{1}{4}$  of her hair has gone gray. The formula that Janet uses for Susan is 30 ml of developing lotion to 30 ml of 9NA Light Natural Ash Brown colour. Susan's hair texture is coarse.
- Using this information, complete one of the "Salon Use Only" columns in the Client Profile.
- Task 5:** If the stylist put Susan's colour on at 9:30 a.m. and it needed to stay on for 45 minutes, what time would the stylist rinse Susan's hair?
- Task 6:** The ratio for a semi-permanent colour is 2:1 (developer : colour). How much developer would the stylist add to 20 ml of colour?



**CLIENT PROFILE**

Name: Susan Brown

Address: 273 Centre St., Barrie, ON, L4N 6S7

Phone: hm. (705)728-5555 cell (705)791-6677 wk. (705)722-1234

Email: sassybrown@gmail.com

Birthday: October 21

Preferred Appt. Day: Mon. or Wed. Time: 9 - 12 a.m.

What types of activities fill your week?

Work/Occupation: chef

Hobbies/Sports/Activities: soccer, swimming, running, woodworking, painting

Current Haircare Products: (shampoo, spray, gel, etc.) Pantene Colour Protecting Shampoo and Conditioner, Finesse Curl Defining Mousse

Allergies/Medications: allergies to gluten and some fragrances

**Salon Use Only**

Natural Colour/Level: \_\_\_\_\_

% of Gray: \_\_\_\_\_

Hair Texture: \_\_\_\_\_

Current Colour: \_\_\_\_\_

Target Colour: \_\_\_\_\_

Colour Formula(s)/Techniques used today: \_\_\_\_\_

\_\_\_\_\_

Other Processes: \_\_\_\_\_

\_\_\_\_\_

Stylist: \_\_\_\_\_

Date: \_\_\_\_\_

Natural Colour/Level: \_\_\_\_\_

% of Gray: \_\_\_\_\_

Hair Texture: \_\_\_\_\_

Current Colour: \_\_\_\_\_

Target Colour: \_\_\_\_\_

Colour Formula(s)/Techniques used today: \_\_\_\_\_

\_\_\_\_\_

Other Processes: \_\_\_\_\_

\_\_\_\_\_

Stylist: \_\_\_\_\_

Date: \_\_\_\_\_

Natural Colour/Level: \_\_\_\_\_

% of Gray: \_\_\_\_\_

Hair Texture: \_\_\_\_\_

Current Colour: \_\_\_\_\_

Target Colour: \_\_\_\_\_

Colour Formula(s)/Techniques used today: \_\_\_\_\_

\_\_\_\_\_

Other Processes: \_\_\_\_\_

\_\_\_\_\_

Stylist: \_\_\_\_\_

Date: \_\_\_\_\_



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**Task Title:** Fill in a Client Profile form

**Answer Key**

**Task 1:** The client, Susan Brown, recently started working in a new restaurant. Update her work number to (705) 726-2323.

**See "Client Profile".**

**Task 2:** Why would a hairdresser ask about work and activities?

**Work and lifestyle may affect the length, style, maintenance and products used.**

**Task 3:** Why would it be important to know about a client's allergies and medications?

**A client could have a bad reaction to products used or refreshments served (the learner may not think of this unless they have been to a salon themselves). Also, some medications may affect hair condition.**

**Task 4:** Susan Brown currently has light ash brown hair and has come in for a colour touch up on her roots. Her stylist, Janet Smith, knows that Susan's natural hair colour is very dark brown (level 3) and about  $\frac{1}{4}$  of her hair has gone gray. The formula that Janet uses for Susan is 30 ml of developing lotion to 30 ml of 9NA Light Natural Ash Brown colour. Susan's hair texture is coarse.

Fill in the appropriate parts on the bottom section of the form.

**See "Client Profile".**

**Task 5:** If the stylist put Susan's colour on at 9:30 a.m. and it needed to stay on for 45 minutes, what time would the stylist rinse Susan's hair?

**10:15 a.m.**

**Task 6:** The ratio for a semi-permanent colour is 2:1 (developer : colour). How much developer would the stylist add to 20 ml of colour?

**40 ml of developer**



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Task Title: Fill in a Client Profile form      Answer Key



## CLIENT PROFILE

Name: Susan Brown

Address: 273 Centre St., Barrie, ON, L4N 6S7

(705) 726-2323

Phone: hm. (705) 728-5555 cell (705) 791-6677 wk. (705) 722-1234

Email: sassybrown@gmail.com

Birthday: October 21

Preferred Appt. Day: Mon. or Wed. Time: 9 - 12 a.m.

What types of activities fill your week?

Work/Occupation: chef

Hobbies/Sports/Activities: soccer, swimming, running, woodworking, painting

Current Haircare Products: (shampoo, spray, gel, etc.) Pantene Colour Protecting Shampoo and Conditioner, Finesse Curl Defining Mousse

Allergies/Medications: allergies to gluten and some fragrances

### Salon Use Only

Natural Colour/Level: dk. bn. lv. 3

% of Gray: 25%

Hair Texture: coarse

Current Colour: lt. ash brown

Target Colour: lt. ash brown

Colour Formula(s)/Techniques used today: root touch-up with

30 ml 9NA Lgt. Natural Ash Bn.

to 30 ml developer

Other Processes: \_\_\_\_\_

Stylist: Janet Smith

Date: (today's date)

Natural Colour/Level: \_\_\_\_\_

% of Gray: \_\_\_\_\_

Hair Texture: \_\_\_\_\_

Current Colour: \_\_\_\_\_

Target Colour: \_\_\_\_\_

Colour Formula(s)/Techniques used today: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Processes: \_\_\_\_\_

Stylist: \_\_\_\_\_

Date: \_\_\_\_\_

Natural Colour/Level: \_\_\_\_\_

% of Gray: \_\_\_\_\_

Hair Texture: \_\_\_\_\_

Current Colour: \_\_\_\_\_

Target Colour: \_\_\_\_\_

Colour Formula(s)/Techniques used today: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Processes: \_\_\_\_\_

Stylist: \_\_\_\_\_

Date: \_\_\_\_\_



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**Task Title:** Fill in a Client Profile form

Performance Descriptors		Needs Work	Completes task with support from practitioner	Completes task independently
A2.2	<ul style="list-style-type: none"> <li>performs limited searches using one or two search criteria</li> </ul>			
	<ul style="list-style-type: none"> <li>uses layout to locate information</li> </ul>			
	<ul style="list-style-type: none"> <li>makes low-level inferences</li> </ul>			
	<ul style="list-style-type: none"> <li>begins to identify sources and evaluate information</li> </ul>			
B3.2a	<ul style="list-style-type: none"> <li>uses layout to determine where to make entries</li> </ul>			
	<ul style="list-style-type: none"> <li>begins to make some inferences to decide what information is needed, where and how to enter the information</li> </ul>			
	<ul style="list-style-type: none"> <li>makes entries using a limited range of vocabulary</li> </ul>			
C2.1	<ul style="list-style-type: none"> <li>adds, subtracts, multiplies and divides whole numbers and decimals</li> </ul>			
	<ul style="list-style-type: none"> <li>understands chronological order</li> </ul>			
	<ul style="list-style-type: none"> <li>identifies and performs required operation</li> </ul>			
C3.2	<ul style="list-style-type: none"> <li>understands and uses ratio and proportion</li> </ul>			
	<ul style="list-style-type: none"> <li>interprets, represents and converts measures using whole numbers, decimals, percentages, ratios and simple, common fractions (e.g. <math>\frac{1}{2}</math>, <math>\frac{1}{4}</math>)</li> </ul>			

**This task:** was successfully completed\_\_\_ needs to be tried again\_\_\_

<b>Learner Comments</b>

\_\_\_\_\_  
Instructor (print)

\_\_\_\_\_  
Learner Signature