

Date: 23/8/2021

Dear Parent/Guardian,

**RE: END OF 1<sup>ST</sup> TERM REPORT FOR TAILORING AND DESIGNING COURSE**

I am pleased to inform you that in spite of the interference of the 2<sup>nd</sup> wave of COVID 19 that forced the Government of Uganda to close all schools and Institutions of learning, Good Luck Vocational and Training Institute managed to complete the syllabus for 1<sup>st</sup> term 2020/21.

Good Luck Vocational and Training Institute opened 1<sup>st</sup> term on 1st March 2021 ending 15<sup>th</sup> June 2021.

**Training covered:**

During the three months period, our students covered the following modules:

MODULES	MODULE UNIT	IMPARTED SKILLS
1.0 Machine operation	• Treading	▪ Identification of the sewing machine parts
	• Threading	▪ Identification of the needle parts
	• Straight lines	▪ Threading the machine
	• Curved lines	▪ Gauging the lower and upper tension
		▪ Oiling the machine
		▪ Simple maintenance of the machine
2.0 School Uniform	• Sac dress	▪ Take measurements
	• Pinafore	▪ Draft front and back parts
		▪ Draft front yokes
		▪ Draft sleeves & pockets
		▪ Making the school uniform
3.0 Skirt	• Line skirt	▪ Taking measurements FL
	• One piece	▪ Waist
	• Three piece	▪ Hips
	• Six piece	▪ Draft and cut pieces equally according to fashion
	• Eight piece	▪ Square the materials
		▪ Making the different fashions

Our students get hands on training by their tutors and they follow the instructors guidance to draft and make the different garments to ensure mastery of the art and skills. Each student is assigned a machine

for his or her practical training such that at the end of each module the student is able to produce and market the garment.

**SCHOOL FEES PAYMENT:**

School fees payable per learner has remained the same as indicated on the circular and it is desirable that the parent/guardian pays the full amount to the bank account at the beginning of the term to enable the school to plan properly. However, if not possible the parent will be allowed to pay school fees in two installments of 60% and 40% respectively.

Finally, I thank you for choosing Good Luck Vocational and Training Institute to educate and impart excellent vocational skills to our student. We request you to bring as many students as possible to our institute and to recommend our institute to other parents/ guardians and organizations.

We pledge our commitment to deliver the best services to our students and ensure excellence at all times.

Yours faithfully,

Christine Katarwa Suubi (Mrs.)

**Executive Director**

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**Executive Director**

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Dear Parent/Guardian,

**RE: END OF 1<sup>ST</sup> TERM PROGRESS REPORT FOR HAIR DRESSING, COSMETOLOGY & SALON MANAGEMENT**

I am pleased to inform you that in spite of the interference of the 2<sup>nd</sup> wave of COVID 19 that forced the Government of Uganda to close all schools and Institutions of learning, Good Luck Vocational and Training Institute managed to complete the syllabus for 1<sup>st</sup> term 2020/21.

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**Training covered:**

During the three months period, our students covered the following modules:

<b>MODULES</b>	<b>MODULE UNIT</b>	<b>IMPARTED SKILLS</b>
1.0 Fundamentals of hair dressing	1. Salon ethics	<ul style="list-style-type: none"><li>▪ Communication skills</li><li>▪ Customer care</li><li>▪ Care for the machines, gargets</li></ul>
	2. Salon sanitation	<ul style="list-style-type: none"><li>▪ Personal hygiene</li><li>▪ Environmental hygiene</li></ul>
	3. Introduction to hair dressing	<ul style="list-style-type: none"><li>▪ Identification of the different types &amp; shape of combs</li><li>▪ Identifying the different types of hooks &amp; their uses</li></ul>
2.0 Introduction to hair care and Design	1. Client consultation	<ul style="list-style-type: none"><li>▪ Good customer care</li></ul>
	2. Properties of hair	<ul style="list-style-type: none"><li>▪ Proper analysis of hair</li></ul>
	3. Hair shampooing	
	○ Chemistry of shampoo	<ul style="list-style-type: none"><li>▪ Analyzing of the most suitable shampoo</li></ul>
	○ Draping	<ul style="list-style-type: none"><li>▪ Draping</li></ul>
	○ Hair pressing	<ul style="list-style-type: none"><li>▪ Hair pressing</li></ul>
3.0 Hair wash	• Hair wash & shampooing	<ul style="list-style-type: none"><li>▪ Fine shampooing &amp; hair wash</li></ul>
	• Blow dry & styling	<ul style="list-style-type: none"><li>▪ Blow drying</li></ul>
	• Personal hygiene	<ul style="list-style-type: none"><li>▪ Proper hygiene</li></ul>
	• Salon hygiene	<ul style="list-style-type: none"><li>▪ Conducive environment</li></ul>

	<ul style="list-style-type: none"> <li>• Hair wash &amp; shampooing</li> </ul>	<ul style="list-style-type: none"> <li>▪ Proper application of shampoo</li> </ul>
4.0 Hair reformation	<ul style="list-style-type: none"> <li>• Texturizing</li> </ul>	<ul style="list-style-type: none"> <li>• Professional Texturizing</li> </ul>
	<ul style="list-style-type: none"> <li>• Permanent weaving</li> </ul>	<ul style="list-style-type: none"> <li>• Professional permanent weaving</li> </ul>
	<ul style="list-style-type: none"> <li>• Hair conditioning</li> </ul>	<ul style="list-style-type: none"> <li>• Professional Hair conditioning</li> </ul>
	<ul style="list-style-type: none"> <li>• Hair food and pomade</li> </ul>	<ul style="list-style-type: none"> <li>• Proper application of basic creams</li> </ul>
	<ul style="list-style-type: none"> <li>• Basic creams</li> </ul>	<ul style="list-style-type: none"> <li>• Hair food, and Pomade</li> </ul>
5.0 Hair plating	<ul style="list-style-type: none"> <li>• Twisting</li> </ul>	<ul style="list-style-type: none"> <li>• Twisting and styling</li> </ul>
	<ul style="list-style-type: none"> <li>• Kanasatu</li> </ul>	<ul style="list-style-type: none"> <li>• Kanasatu &amp; styling</li> </ul>
	<ul style="list-style-type: none"> <li>• Kiswahili</li> </ul>	<ul style="list-style-type: none"> <li>• Kiswahili &amp; styling</li> </ul>

Our students get hands on training by their tutors and by the end of each module the student is able to effectively handle a customer and provide the required service professionally.

**SCHOOL FEES PAYMENT:**

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