

1. Title	Master class management
2. Code	BEZZET310A
3. Range	Master various class management methods and adopt appropriate methods for different targets at beauty training locations or relevant workplaces so as to realize effective class management and facilitate smooth teaching.
4. Level	3
5. Credit	6 (for reference only)
6. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>6.1 Understand the class management methods for beauty training</p> <ul style="list-style-type: none"> ◆ Understand the aims and importance of class management for beauty training ◆ Understand the targets of class management for beauty training, including: <ul style="list-style-type: none"> • Management of students • Management of teaching materials • Management of teaching environment • Management of time ◆ Understand the characteristics of students of different ages and from different clusters ◆ Understand the usual types of students that are problematic and the ways to deal with them, such as: <ul style="list-style-type: none"> • Raising questions all the time • Picking fault unfairly • Whispering • Bragging • Keeping silent ◆ Understand the class management methods and techniques for beauty training, such as: <ul style="list-style-type: none"> • Ways to satisfy the learning and psychological needs of students • Techniques to draw the attention of students • Ways to promote positive learning attitude of students • Useful techniques to enforce discipline • Techniques to control the teaching tempo and sessions • Reasonable matching of class structure with situations • Techniques to create motivation in class environment and atmosphere ◆ Understand various types of teaching skills for beauty training ◆ Understand the importance of good and effective communications between teachers and students

	<p>6.2 Apply the knowledge and skills of class management for beauty training</p> <ul style="list-style-type: none"> ◆ Master the knowledge and skills of class management for beauty training and make proper organization and adjustments for different targets, and adopt appropriate management methods and good communication skills to realize effective class management and to facilitate smooth teaching ◆ Act flexibly and respond to unexpected incidents in class and deal with them properly ◆ Analyze the problems encountered in class management, identify appropriate solutions and file the records for future reference
7. Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> (i) Capable to master the basic knowledge of class management for beauty training and, according to different targets, adopt appropriate methods to realize effective class management and to facilitate smooth teaching; (ii) Capable to act flexibly and take proper actions according to different circumstances; and (iii) Capable to perform analysis on class management, to identify problems and solutions and file the records for future reference.
8. Remarks	