



NAIL

INTERNATIONAL BEAUTY SCHOOL

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PERSONAL GROOMING AND HYGIENE

- High Standard of personal hygiene should be maintained by the therapist.
- Working in close proximity with clients requires a therapist to ensure bodily cleanliness.
- As the job entails maximum use of one's hands it is necessary for a therapist to wash /sanitize their hand before and after any treatment to minimize risk of cross-infection and presents to the client hygienic, caring and professional image
- Ensure finger nails are short and blunt with no nail paints to avoid any discomfort to the client.
- Keep feet fresh and healthy, deodorizing foot powder may be used.
- Flat shoes to be worn as the therapist is required to stand on their feet during their working hours to reduce any aches and pains.
- Avoid bad breath; brush/floss twice a day. Breath fresheners and mouth washes can be used to freshen one's breath. Visit a dentist regularly.
- Avoid eating strongly flavored or spiced food
- Hair should be clean and tidy. Cut regularly to maintain its appearance.
- Shampoo and condition often.
- Long hair can be tied and short hair can be covered with a scarf or cap

GENERAL RULES FOR AN EMPLOYEE

Employees in workplace should always reflect the desired image of the profession their work in.

- **Make up**-Attractive, use of correct skin care cosmetics to suit your skin type
- **Jewelry**-Therapists should not wear any jewelry. Minimum jewelry like a wedding ring, watch and small earrings may be permitted depending upon the workplace policies; however it still needs to be removed while performing treatments.
- **Nails**- Short and neatly manicured, free of nail paints.
- **Shoes**-Wear flat, well-fitting comfortable shoes that enclose the feet and compliments overall

- **Diet, exercise and sleep**-Healthy well balanced diet, regular exercise and adequate sleep is a must as a therapist needs maximum stamina and energy to give a 100%.
- **Posture**-The way you hold yourself, your stance. Correct posture enables you to work longer without becoming tired. It prevents muscle fatigue and stiff joints. Improves appearance overall
- **Good Sitting Posture**-Always use a chair or stool with a good back support. Sit with the lower back pressed against the chair back, keep chest up and shoulder back, distribute body weight evenly along thighs, keep feet together flat on the floor, never sit at the edge of the seat.

HYGIENE IN WORKPLACE

INFECTIONS

Effective hygiene is necessary in a salon to prevent cross and secondary infections. It can occur through poor practice e.g. If implements or tools are not sterilized before use. Infections can be recognized by red or inflamed skin or presence of pus.

CROSS INFECTIONS

Occur due to some micro-organisms, contagious, communicable or with infected instruments.



SECONDARY INFECTIONS

Can occur as a result of injury to the client during a treatment or the client has an existing open wound or cut which could allow bacteria to penetrate causing infection.



STERILIZATION

To control cross and secondary infections sterilization procedures are used to destroy harmful microorganisms. It is a total destruction of all living microorganisms. It 100% kills the bacteria.



ULTRA- VIOLET CABINET



GLASS BEAD



AUTOClave

DISINFECTION OR SANITIZATION

- Uses antimicrobial agents on objects, surfaces or living tissue to reduce the number of disease-causing organisms or inactivate microorganisms. It may not kill all micro-organism i.e. Bacteria, viruses, fungi and spores.
- Both the techniques practiced involve use of physical agents like radiation and heat and chemical agents like antiseptics and disinfectants.



SAVLON



SURGICAL SPIRIT

TIPS TO ENSURE SANITIZATION AND HYGIENE:-

- Wide use of sanitizer at your work place.
- High standard of personal hygiene.
- If any wounds wear water proof dressing.
- Never treat a client with a contagious disease.
- Always use sterilized or disinfected tools.
- Make use of disposable products maximum.
- Always use clean trolleys and couches.
- Clean gowns and towels should be provided to every client.
- Dirty laundry to be placed in covered bins.
- Use two separate bins for trash, one for clinical waste another for non-contaminated waste.
- Never eat, drink or smoke in a working area.

HEALTH AND SAFETY

❖ **HAZARDS**

It is something that has the potential to cause an accident.

❖ **RISK**

It is the chance that the accident may happen.



HAZARD RISK

- ❖ The purpose of health and safety policy is to provide information for all employees about the salon's health and safety objectives and how they may be achieved.
- ❖ Monitor the work area for cleanliness and potential hazards and promptly respond to any problems identified.
- ❖ Salon's manager must ensure that all employees are aware of their responsibilities and receive the relevant training in health and safety procedures.
- ❖ Carry out health, safety and maintenance checks of the salon and equipment within their own area of responsibility.
- ❖ Refer potential risks that cannot be dealt with to the relevant person.
- ❖ Implement procedures to deal with threats to security, health and safety.
- ❖ Monitor staff to ensure personal protective equipment is being used correctly.
- ❖ Supervise the salon's fire and evacuation procedure in simulated conditions.
- ❖ Carry out the salon's procedure for dealing with violent and threatening behavior in simulated conditions.
- ❖ Lighting must be suitable and sufficient to enable work to be carried out safely.

VENTILATE THE ROOM AND LET IN FRESH AIR:

Ventilation is the best way to lower the level of chemicals in the salon. These steps can really help improve your health:

- ✚ Open doors and windows when possible to let in fresh air. If the salon has a ceiling vent, it should be turned on and working.
- ✚ Always keep the nail salon's exhaust system on.

CHEMICAL HAZARDS

Products used in nail salons may have chemicals in them that can harm your health.

Chemicals can get into your body if you:

- ✚ Breathe in vapors, dusts, or mists from the products;
- ✚ Get the product on your skin or in your eyes; or
- ✚ Swallow the product if it gets on your uncovered food, drink, or cigarettes.

HAZARDOUS CHEMICALS FOUND IN NAIL SALON PRODUCTS

Nail products, such as polishes, strengtheners, removers, and artificial nail liquids, can contain many chemicals. Some of these chemicals are more harmful than others. Over time with repeated use or exposure to high concentrations, these chemicals could damage your body or cause an allergic reaction. Every person is different and not everyone who breathes in these chemicals or gets them on their skin will experience these effects now or in the future.

Some potentially hazardous chemicals, the types of products they can be found in, and how they can affect your body include:

- ✚ **ACETONE** (nail polish remover):
Headaches; dizziness; and irritated eyes, skin, and throat.
- ✚ **ACETONITRILE** (fingernail glue remover):
Irritated nose and throat; breathing problems; nausea; vomiting; weakness; and exhaustion.
- ✚ **BUTYL ACETATE** (nail polish, nail polish remover):
Headaches and irritated eyes, skin, nose, mouth, and throat.
- ✚ **DIBUTYL PHTHALATE (DBP)** (nail polish):
Nausea and irritated eyes, skin, nose, mouth, and throat. Long-term exposures to high concentrations may cause other serious effects.
- ✚ **ETHYL ACETATE** (nail polish, nail polish remover, fingernail glue):

Irritated eyes, stomach, skin, nose, mouth, and throat; high concentrations can cause fainting.

- ✚ **ETHYL METHACRYLATE (EMA)** (artificial nail liquid): asthma; irritated eyes, skin, nose, and mouth; difficulty concentrating. Exposures while pregnant may affect your child.
- ✚ **FORMALDEHYDE** (nail polish, nail hardener):
Difficulty breathing, including coughing, asthma-like attacks, and wheezing; allergic reactions; irritated eyes, skin, and throat. Formaldehyde can cause cancer.
- ✚ **ISOPROPYL ACETATE** (nail polish, nail polish remover):
sleepiness, and irritated eyes, nose, and throat.
- ✚ **METHACRYLIC ACID** (nail primer):
Skin burns and irritated eyes, skin, nose, mouth, and throat. At higher concentrations, this chemical can cause difficulty breathing.
- ✚ **METHYL METHACRYLATE (MMA)** (artificial nail products, though banned for use in many states):
Asthma; irritated eyes, skin, nose, and mouth; difficulty concentrating; loss of smell.
- ✚ **QUATERNARY AMMONIUM COMPOUNDS** (disinfectants):
Irritated skin and nose and may cause asthma.
- ✚ **TOLUENE** (nail polish, fingernail glue):
Dry or cracked skin; headaches, dizziness, and numbness; irritated eyes, nose, throat, and lungs; damage to liver and kidneys; and harm to unborn children during pregnancy.

LEGISLATION

HEALTH AND SAFETY AT WORK ACT 1974

- It lays down wide –ranging duties on employers and also responsibilities from employees.
- The law protects the employees in the work place.
- It is the main piece of legislation which includes minimum standards of health, safety and welfare required in each area of workplace.



ELECTRICITY AT WORK REGULATIONS ACT 1989

- These regulations state that every piece of electrical equipment in the workplace should be tested every 12 months by a qualified electrician.



CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH REGULATIONS (COSHH) 2002

- These regulations were designed to make employees consider the substances used in their workplace & assess the possible risks to health.
- Many substances that seem quite harmless can prove to be hazardous if used or stored incorrectly.



COSMETIC PRODUCTS (SAFETY) REGULATIONS 2004

- Induce regulations such as an offence to supply cosmetic products that, when applied, are liable to cause damage to human health.
- Specific labeling, prohibition of certain substances e.g.: UV filters etc.



PERSONAL PROTECTIVE EQUIPMENT (PPE) AT WORK REGULATIONS 1992

- PPE is equipment that will protect the user against health or safety risks at work.
- It can include items such as safety helmets, gloves, eye protection, high-visibility clothing, safety footwear etc.



MANUAL HANDLING OPERATIONS 1992

- These regulations apply in all occupations where manual lifting occurs.
- The employer is required to carry out a risk assessment of all activities undertaken which involve manual lifting.



HEALTH AND SAFETY (FIRST AID) REGULATIONS 1981

- It is state that workplaces must have first- aid provision.
- Employers must have appropriate and adequate first aid arrangements in the event of accident or illness occurring.



FIRE PRECAUTIONS (WORKPLACE) REGULATIONS 1997

- It states that all staff must be aware of and trained in fire and emergency evacuation procedures for their workplace.
- A fire certificate is a compulsory requirement of the Act.



PROFESSIONAL ETHICS

Ethics are the principles of good character, proper conduct & moral judgment expressed through personality, human relation skills & professional image.

- 1.** Good ethics towards clients
- 2.** Good ethics towards an employer
- 3.** Good ethics towards employee
- 4.** Good ethics towards colleagues
- 5.** General code of conduct
- 6.** Grooming

GOOD ETHICS TOWARDS CLIENTS

- Acquire a thorough knowledge of cosmetology.
- Believe in the beauty profession sincerely and practice it conscientiously.
- Keep your work and fulfill all obligations.
- Treat all clients fairly, do not show any favoritism.
- Practice the highest standard of hygiene at all times.
- Appointments must be kept
- Client confidentiality.
- Information concerning the client & view formed must be kept confidential.
- Client treatment details should be kept confidential.
- Therapist should respect the religious, spiritual, political & social views of clients.
- Client information should not be disclosed to a third party for gains.
- Advertising
- Treatment process should not be displayed.
- Therapist should work within the limits of their qualifications.
- Salon should work towards the clients best interests at all times & should not financially & emotionally exploit client.

- Proper moral conduct must always be maintained in the therapist client relationship.

GOOD ETHICS TOWARDS AN EMPLOYER:

- A member must act in good faith towards her employer & must not allow her personal interest & duty to conflict.
- A decision to change therapist must remain solely which the client is no attempt at persuasion should be made. An exception to this would be if the employer indicates that he or she wishes otherwise.
- A member must keep confidential all information concerning the employer business & not disclose it during employment or after the termination of that employment.

GOOD ETHICS TOWARDS EMPLOYEE:

- An employer must provide suitable working conditions.
- An employer must not ask employees to carry out treatment beyond their qualification or competence.
- An employer must comply with relevant employment legalization & health & safety regulations.

GOOD ETHICS TOWARDS COLLEAGUES:

- A therapist should not criticize the work of fellow therapist.
- When one therapist holds critical views of another therapist's competence or behavior, a professional approach should still apply. If approach to the therapist concerned is unsuccessful or unsuitable notice should be brought to the governing body in an appropriate manner & with the necessary evidence.
- Therapist should not knowingly solicit other therapist clients.
- Therapist should help their colleagues professionally were possible.
- Cherish a good relation with suppliers and reputation wise, set an example of good conduct and behavior.

GENERAL CODE OF CONDUCT

- Should be thoroughly proficient in her work, both practically and scientifically.
- Have a smart professional appearance at all times, follow the accepted dress code- it creates an impression of the quality standard that can be accepted.
- Always have high standard of personal hygiene, being extremely careful to avoid having bad breath and odor.
- Never eat, drink, and chew gum or smoke in front of client.

Ensure that you follow your health & safety responsibilities, never putting yourself or anybody else at risk through your action.

- Communicate clearly.
- Be polite & courteous at all times to both clients & colleagues.
- Never lose your temper or swear in front of a client.
- Avoid controversial & personal topics of conversation.
- If you are unable to give the client information they find, they need quickly find somebody suitably qualified to assist.
- If there are personal issues amongst staff or towards a client, do not let this show in front of a client. Settle the grievances (reason for the complaint) as soon as possible, to avoid job satisfaction & productivity being affected.
- Should remember that she being looked upon to render a beauty service & should therefore reflect the ideal of what she is selling. She should be a picture what she sells.
- Should have business ability, plus sales ability, but above all commonsense.
- Should adopt a cordial manner in greeting clients & in speaking over the phone.
- Should remember that first impressions are lasting & to the end cultivate charm & personality.
- Should plan each days scheduled with proper thought.
- Should arrange appointments carefully so that long waits will be avoided.

- Should avoid entering into discussions with the clients concerning personal problems.
- Should handle her client tactfully. Be gentle when giving treatments & they will return in time & again. Harsh treatment will lose them as clients.
- Should never speak this disparagingly of the services rendered by other beauty operators.
- Should cultivate the practice of selling added services & merchandise.

OPPORTUNITIES FOR A NAIL TECHNICIAN

Nail technician clean, shape and polish fingernails and toenails. They groom cuticle and apply cream to hands and arms. They apply a variety of artificial nails and provide ongoing maintenance. Nail technician may also call themselves as nail sculpturist or nail artist. The different opportunities for nail technicians are as follows:-

- Specialist nails salons and nail bars.
- Beauty and hairdressing salons offering nail services spas.
- Health clubs.
- Cruise liners.
- Own their own salon/ rent space in a salon.
- Run a mobile business, which involves visiting customers' homes.

NAIL STRUCTURE

INTRODUCTION

- The technical name of nail is **Onyx**
- Nail develops from the cell within the epidermis and it covers the end of the fingertip and toe tip as harden plate
- Nails do not have a growth cycle instead they grow continuously throughout starting from the third month of fetal development
- The finger and toe nail act as a protective plate and fingertip has many nerve ending that allow to receive sensory input when an object is touched
- The nail growth will be more during pregnancy, summer, in young people and hands rather than the feet
- The nail growth slowdown with age poor blood circulation and ill health

NAIL ANATOMY: MAJOR PARTS

GERMINAL MATRIX OR NAIL ROOT

- Situated in stratum Germinativum and is the growing area of the nail
- It is the only living reproducing part of the nail as mitosis takes place here pushing the old cells upward towards the lunula.
- It contains blood vessels and nerves
- If the matrix is damaged the nail will grow deformed.
- Its function is to produce new nail cells

LUNULA (HALF-MOON)

- Cells become visible collectively as a half-moon shape at the base of the nail lying over the matrix
- It is partially colored due to the cells being pushed closely together due to which the blood capillaries cannot be seen throughout the lunula.

NAIL PLATE

- It is the actual nail that rest on the nail bed.
- It is made up off dead cells filled with hard keratin and minimum amount of moisture.
- The nail plate has no blood vessel or nerve as well as the dead cells does not desquamate.

- The pink color of nail plate derives from the blood vessel in the nail bed.
- Its function is to protect the living nail bed of the fingers and toes.

NAIL BED

- It lies below the nail plate and has a pattern of grooves corresponding to these found on the underside of the nail plate
- This interlock keeps the nail in place but separate at the end of the nail to form the free edge.
- It has rich supply of blood and nerve.
- Its function is to provide nourishment necessary for continuous growth.

NAIL CUTICLE

- It develops as an extension of the stratum Corneum surrounding the nail.
- It protects the matrix from invading bacterial and physical damage.
- Extension of the cuticle at the base of the nail plate is called eponychium under which the nail plate emerges from the matrix.
- When it surrounds the nail plate is known as paronychia which helps to protect the nail.

HYPONYCHIA

- It is the portion of the skin at the end of the finger that is under the free edge.
- It gives protection to the nail bed and stop particles from getting under the nail plate.
- It is the point where nail bed gets separated from nail plate

FREE EDGE

- It is the portion of the nail that we cut and file.

NAIL WALL

- Also known as nail fold.
- It is the skin which covers the sides of the nail plate and also holds the nail.

NAIL GROOVE

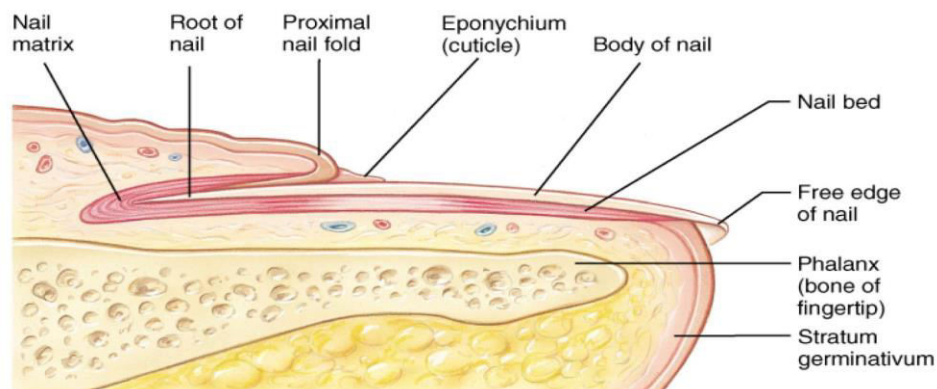
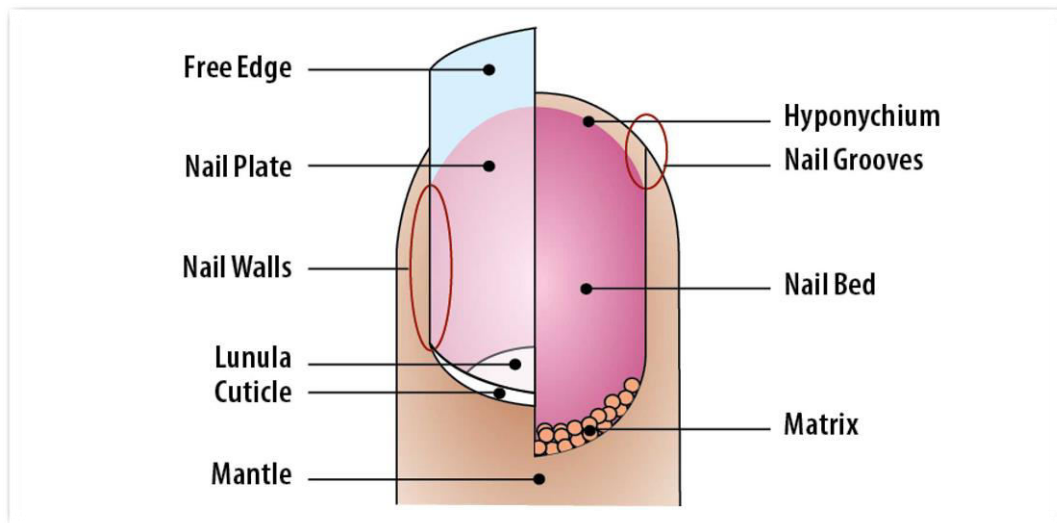
- Are at the side of the nail which acts as a guide line for the nails to follow.

NOTE

1. The average growth of nail can take between 5-6 months to grow from the matrix to the free edge.

- Smaller children – the growth is rapid 6-8 weeks.
- Normal adults – growth can be between 0.5 – 1.2 mm a week
- The nail plate growth slows on average 25% - 33% over a normal lifetime.

2. A new nail will always grow if the nail is lost or injured, but if the matrix is damaged the nail will grow back deformed.



NAIL DISEASE AND DISORDER

PARONYCHIA

This may be caused by a bacterial infection of the skin around the nail. The infection is characterized by pain, redness, and swelling of nail folds. People who have hands in water for extended period may develop this condition, and it is highly contagious. No manicure treatment should be given, medical advice is necessary.



TINEA UNGUIS

It is also called ring worm of nails. It is caused by the fungus getting under the nail plate at the free edge and attacking the nail plate and nail bed. It is characterized by nail thickening, deformity and eventually results in the nail plate loss. No manicure treatment should be given, medical advice is necessary.



ONYCHOLYSIS

Nail becomes detached from its bed at base and side, creating a space under nail that accumulates dirt. Air under nail may cause grey white color but can vary from yellow to brown.



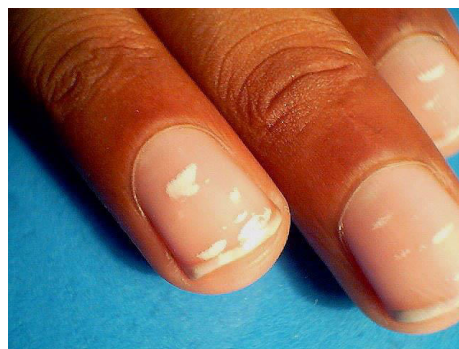
PSORIASIS

This is recognized by minute pitting or holes scattered over the nail plate affecting one or more nails. Silvery scales may also form on the nail fold, the nail bed or under the free edge.



LEUKONYCHIA

This is a very common nail disorder in which small white spots appear on the nail plate. They are caused by minor trauma to the nail plate allowing air to be trapped between the nail bed and the nail plate. This condition may be hereditary and no treatment is required as the spots will grow out with the nail plate



NAIL NUTRITION

The best route to beautiful and healthy nails is balanced and healthy diet.

Increasing your consumption of fruits and vegetables to five or more servings a day can improve the health of your nails, as well as reduce your risk of chronic & life threatening diseases such as heart diseases such as heart disease and cancer.

List of nutrients that contribute to healthy nail growth are as follows:

NUTRIENTS	ANOTHER NAME	SOURCES	FUNCTIONS
VITAMIN A	(RETINOL)	Fish, liver, egg yolk, milk, spinach etc.	Helps in firm the thin nails and boost bone growth.
VITAMIN B7	(BIOTIN)	Broccoli, cheese, nuts, soya sunflower seeds etc.	Strengthen nails by aiding nail-cell growth.
VITAMIN B2	(RIBOFLAVIN)	Carrot, spinach, sweet potatoes etc.	Promotes healthy skin, hair & nails.
VITAMIN B12	(COBALAMIN)	Milk, cheese, eggs, seaweed etc	Helps the body absorb protein, aiding in nail- cell formation.
VITAMIN C	(ASCORBIC ACID)	Tomatoes, red peppers, broccoli, potatoes etc.	Helps to prevent hang nails and swelling of nail tissue.
VITAMIN D	(CALCIFEROL)	From sunlight, fish, fish oils, liver, milk etc	Enhances absorption of calcium which prevents dry, brittle nails.
VITAMIN E	(TOCOPHEROL)	Green Leafy vegetables, nuts, seeds.	Helps to prevent yellowed nails and boost circulation.

CALCIUM	-	Dairy products, nuts, milk, tofu.	Contributes growth & maintenance of nails.
FATTY ACIDS	-	Starflower oils, olive oil.	Flacky, dry nails .
IRON	-	Dark green vegetables, dried fruits & nuts.	Is an essential nutrient, deficiency of which can make your nails thin and flat.
MAGNESIUM	-	Grain breads, cereals,beans,milk.	Important for nail growth.

HISTORY OF NAILS

Unlike hair or makeup, people see their fingernails all day, without the need for a mirror. Their appearance matters to a lot of people; it's a way to express individual style. A good manicure can cheer you up all day long, while you're texting friends.

- People throughout history have paid special attention to their fingernail real estate.
- It's been said that nail trends date back to 5000 B.C. when women in India decorated their fingertips with henna.
- Later, in 4000 B.C. Babylonian men were known to manicure and color their nails with black or green kohl.
- The Chinese are credited with creating nail stains from egg whites, vegetable dyes and beeswax as early as 3000 B.C.



Take a look back in time to discover where nail trends really began.

LATE 1800S & EARLY 1900S

- The word "manicure" was a title given to a professional who buffed nail beds and cleaned cuticles.
- After studying nail care in France and marrying podiatrist J. Parker Pray, American Mary E. Cobb created her own nail upkeep system and opened the country's first manicure salon in Manhattan in 1878.
- Fingernail maintenance was originally thought of as a medical and hygienic industry. Short, round nails were easily kept clean and symbolized a wealthy life of leisure.
- Short, round nails were easily kept clean and symbolized a wealthy life of leisure.
- Early 20th century actress & singer, Lily Elsie.



LATE 1920S & 1930S

- After the stock market crash in 1929, the appreciation for manicures seemed to grow. It was believed that women held onto the practice as an inexpensive way to maintain a sense of luxury.
- Launching in 1932 with only a single product (long lasting formula nail enamel).
- Revlon helped push nail polish into the mass market. Delicate pinks and bold red hues allowed wearers to have fun with color.
- The minute there was nail polish, nail art was introduced.
- Both the tip and natural crescent at the cuticle — known as the lunula, or "little moon" in Latin — were left bare except for a clear gloss overlay. This style became wildly popular and known as the half-moon manicure.



1940S & 1950S

- During World War II, nail polish companies rallied around women in the armed forces, referring to them "the best dressed."
- These campaigns featured ladies with longer, almond-shaped nails colored in various shades of solid red.
- Actress Lucille Ball shows off almond nails in October 1943.
- Long oval nails coated in barely there shades like pastel pink and shiny peach ruled the decade.
- Barbra Streisand in 1965.



1970S & 1980S

- While many hippies opted for short, unfinished nails, the disco crowd loved to show off glamorous manicures.
- Divas like Cher and Donna Summer dramatized the oval shape by extending it even longer and adding shine.



- With the invention of the French manicure in 1978, square shapes began to rule.
- The nail extension technique transformed the community by providing a larger, more stable canvas for detailed nail art.
- Florence Griffith-Joyner's decorated fingernails at the Olympics in 1989



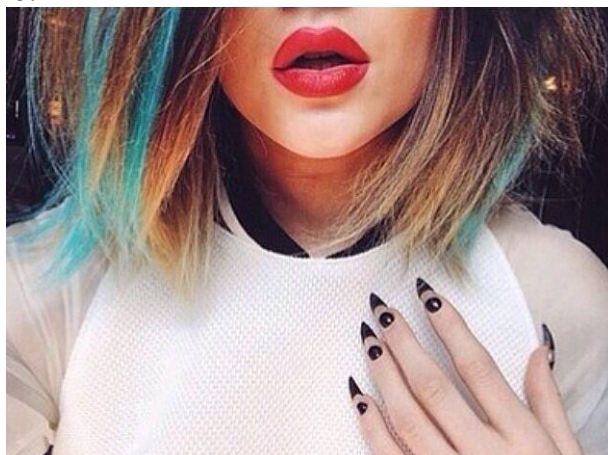
1990S & EARLY 2000S

- Similar to the previous decade, square and squoval shapes remained the predominate styles of choice.
- Many women also began to stray from wearing tips far past their finger's edge, opting for shorter, more natural lengths.
- Princess Diana sporting short, squoval nails while visiting Argentina.



PRESENT DAY

- The exciting thing about nails right now is there is a style for everyone . There's just so much diversity and it's meant to reflect the personality of the woman getting her nails done.
- Structural fingertips like the coffin and stiletto are popular with edgier crowds, while oval and almond silhouettes are favored by those looking for a timeless style.



MANICURE AND PEDICURE

INTRODUCTION TO MANICURE AND PEDICURE

- Manicure is derived from the Latin words Manus, meaning hand and cura, meaning care.
- The purpose of manicure is to improve the appearance of hands and nails.
- The word pedicure is derived from the Latin word Pedis, meaning foot and cura means care.
- Pedicure means care of feet and nails.

Feet bear the burden of our entire body so we should not neglect them.



BENEFITS OF MANICURE AND PEDICURE

- Provides groomed appearance.
- Keeps the nails smooth and the skin soft.
- Prevents from minor nail damage.
- Increases blood and lymph circulation.
- Gives relaxation
- Improves the appearance of the hands and keeps the cuticles attractive and most important the nails healthy.
- To keep the feet in good condition
- Relieves in joint pain

TOOLS & EQUIPMENTS

- Nail paint remover
- Nail cutter
- Nail filer
- Cuticle pusher and nipper
- Cuticle cutter
- Orange stick
- Nail hand brush& Nail foot brush.
- Manicure bowl
- Dry cotton
- Disposable sponge
- Towels (1 big towel, 1 medium towel, 1 hand towel)
- Buffer
- Pumic stone- pedicure
- Foot Scraper- pedicure
- Foot filler- pedicure
- Pedicure tub

PRODUCTS REQUIRED

- **Soak:**
Anti-residue/ anti-bacterial, low foaming, softens water.
- **Scrub:**
Sugar based, no irritating, clean dissolving, hassle free.
- **Massage cream:**
Non allergenic, long lasting hydration with stimulating effects Heals & repair dry damage skin.
- **Mask:** easy to rinse, brighten and leave skin looking soft, glowing.
- **Cuticle cream:**
Softens cuticles while working to prevent fungus and bacteria from infecting the cuticle and nail plate.
- **Acetone (Nail Paint Remover):**

Nail cleaner, polish remover that nourishes and strengthens nails while extending polish wear.

- **Base Coat:**

It forms bond between nail & polish locking color. Prevents peeling, lifting and chipping in flexible formula.

- **Nail Lacquer (Nail Paint):**

The longest wearing natural nail lacquer, specially designed to wear 7 to 10 days on natural nails. It contains sulphur amino acid. These bonds are not only strong but flexible because of sulphur amino acid molecule structure. It also prevents chipping.

- **Top Coat:**

Protects color vibrancy and extends polish wear. Its ultra-glossy formula blocks UV rays from yellowing. Flex formula allow nail movement without cracking and prevents chipping.

MANICURE PROCEDURE

- Client consultation and client draping
- Hand sanitization
- Clean the hands of the client with antiseptic water.
- Remove the old nail paint.
- Cut and file the nails.
- Apply cuticle cream on the cuticles.
- Take soak, antiseptic and lukewarm water in manicure bowl and dip the hands of the client for 5-10 mins.
- Push back the cuticle with cuticle pusher and clean the cuticles with cuticle trimmer.
- Take shampoo in nail brush and do the cleaning of nails.
- Clean the hands with fresh water.
- Do the scrubbing in circular motion.
- Clean the hands with fresh water.
- Wrap antiseptic cotton in orange stick and clean the nails.
- Before massage give hot towel to the client.
- Now give the massage:-
 - Finger rotation clockwise and anti -clockwise.

- Press on nail, friction and glide & drain.
- Twisting with two fingers
- Thumb press on metacarpals.
- Kneading on palm
- Friction on palm
- Palm rotation clockwise and anticlockwise
- Interlock the hands and thumb friction clockwise and anticlockwise
- Wrist rotation clockwise and anticlockwise
- Effleurage
- Thumb friction on hands
- Big and small 8
- Chinese bangle
- Elbow rotation
- Hacking, cupping, pounding
- Vibration and Feather touch
- Apply the mask and leave it for 6-8 mins.
- Remove the mask with wet sponge.
- Use shine buffer on nails, apply base coat, nail paint and top coat.

PEDICURE PROCEDURE

- Client consultation and client draping
- Hand sanitization
- Clean the foot of the client with antiseptic water.
- Remove the old nail paint.
- Cut and file the nails.
- Apply cuticle cream on the cuticles.
- Take soak, antiseptic and lukewarm water in foot spa and dip the foot of the client for 5-10 mins.
- Push back the cuticle with cuticle pusher and clean the cuticles with cuticle trimmer.
- Take shampoo in nail brush and do the cleaning of nails as well as feet.
- Clean the foot with fresh water.
- Use Pumic stone or foot scrapper followed by foot filer.
- Do the scrubbing in circular motion.
- Clean the foot with fresh water.
- Wrap antiseptic cotton in orange stick and clean the nails.
- Before massage give hot towel to the client.
- Now give the massage:-

- Finger rotation clockwise and anti-clockwise.
 - Press on nail, friction on phalanges, glide and drain.
 - Finger twisting
 - Thumb press on metacarpals.
 - Thumb walk on sole
 - Friction on sole
 - Big 8 on sole
 - Gliding with knuckles
 - Foot rotation clockwise and anticlockwise
 - Heel rotation clockwise and anticlockwise
 - Ankle rotation clockwise and anticlockwise
 - Effleurage
 - Thumb friction on legs
 - Big and small 8
 - Chinese bangle
 - Knee rotation
 - Calf uplifting
 - Hacking, cupping, pounding
 - Vibration and Feather touch
- Apply the mask and leave it for 6-8 mins.
- Remove the mask with wet sponge.

Use shine buffer on nails, apply base coat, nail paint and top coat

CONTRAINDICATIONS FOR MANICURE AND PEDICURE

- Any nail disease or nail disorder.
- Bruising
- New scar tissue
- Fever
- Cut and Burn
- Athlete's Foot (only for pedicure)

CONTRA ACTION

- Erythema
- Allergic reaction
- Inflammation of the cuticle
- Cuts

AFTER CARE (DO'S & DONT'S)

- With all contra-actions tell your client that if they do not improve within 24 hours to get in touch with their G.P. for advice.
- For great looking nails here are a few do's and don'ts. Below you will find the list of what you will need to carry out a treatment and the procedure.

❖ DO'S:

- Eat a well - balanced diet.
- Wear gloves to protect your nails from detergents and chemicals, e.g. washing up, gardening and the housework!
- Apply hand cream after putting your hands in water, also as extra treat for them at night apply a good moisturizing cream.
- Use an oily enamel remover, as this will prevent moisture loss from the nail plate and stop your nails
- Always use a base coat to protect the nail plate from discoloration, when applying colored enamel to your nails.
- Apply hardeners to strengthens weak nails, but not too often, and be careful not to get it on your skin around the nail (nail wall)
- Have regular manicures to maintain your nails.
- When filing your nails always file the nail from the outside in on both sides along your free edge to stop splitting.

❖ DONT'S:

- Use your nails as tools, e.g. tightening things with your nails etc. this will cause them to break, becomes weak and splitting.
- Direct nail paint application on nail plate can cause the discoloration of nails.
- Avoid using harsh acetone

HISTORY OF NAIL EXTENSION

It is also known as nail enhancement, nail wrap or fake nails. Historically, artificial nails were common symbols of status all across the world.

In early 19th century Greece, upper class women often wore empty pistachio shells over their nails, slowly spreading the artificial nail trend across Europe.

Egyptian women wore nail extensions made from bone, ivory and gold as sign as these materials were luxuries available only to the wealthy.

In 1954, Fred slack, a dentist, broke his fingernail at work, and created nail as a realistic looking temporary replacement. After experiments with different materials to perfect his invention, he and his brother, tom, patented a successful version and started the company Patti nails. Fred slack used hid dental equipment and chemicals to replace his natural nail, but over time the process has significantly changed.



Nail extensions are the most popular fashion accessories and is widely used throughout the world. They are a good way to add strength and length to the natural nails as well as make's the nails look more beautiful.

BENEFITS OF NAIL EXTENSION:

- It provides a protective covering to the nails.
- Easily breaking nails get protection with them in form of a shield-like covering
- Nail biting habit is left because of the extensions.
- It also helps in hiding the chipped, bad nails and sometimes even fix them.
- Improve the appearance of short stubby fingers by lengthening the free edge.
- Improve appearance of natural nail shape
- To strengthen the natural nail
- Provides a temporary length to the nail in case of application for a special occasion but the client does not want the nails to be permanent
- To disguise or disfigure nail that is not contra indicated to treat. A nail system can be applied for corrective purpose.

- For repairing, in case of flaking nails or free edge or severed (separated or moulded) free edge. The client can have the nail appearance balanced using the most appropriate nail system.

TYPES OF NAIL EXTENSION:-

The different types of nail extensions are:-

➤ ACRYLIC NAIL EXTENSION:

They are the oldest form of nail extension in the modern beauty industry and have long since been a staple due to their staying powder. The acrylic itself is a mixture of liquid monomer and powder polymer, which when combined form a hard protective layer that is sculpted over the natural nail. Acrylic nail extensions will only become hard when exposed to air. The procedure is a multi- step process that usually involves preparing the natural nail by cleaning, shaping, buffing and cuticle work, before then applying artificial tips to add length if required and the acrylic on top.

➤ GEL NAIL EXTENSION:

Gel can be applied over a tip or can be sculpted over a nail form, as with acrylic. Application methods are very similar to those with acrylic, but due to the self-leveling nature of the gel, the procedure is easier. Because gel is clear, the finished nail is very natural-looking and does not require nail polish, colored gels are also available; these give a permanently polished look which doesn't chip or fade, but clients may get bored with the colour. Gel systems require the use of an ultraviolet light to set the gel.

➤ SCULPTURED NAILS:

These can be achieved using a liquid and powder system or gel. The mixture is 'sculpted', built up over the natural nail plate and extends past the free edge on a nail form.

➤ OVERLAYS:

Overlays skip the extension step, and instead of adding artificial length onto the nail, the strengthening mixture is simply applied directly onto the natural nail in order to add strength and durability. Overlays will provide an extra layer

of protection that may make the nails less prone to breakages and splits. Overlays are particularly good for either individuals who have trouble growing out their natural nails, or for nail biters who have short and brittle nails as a result of their habit.

➤ **PRE-FORMED ‘STICK-ON’ NAILS:**

A plastic nail is applied to cover the whole natural nail plate, therefore no buffing is required. This is considered as a temporary extension technique.

➤ **NAIL WRAPS:**

Material such as silk, fiberglass or foam is attached to the nail using an adhesive dryer. They are used to strengthen the natural nails or nail tips. Wraps are made either from tissues or fabrics such as linen, silk or fiberglass.

CONTRA- ACTIONS:

Contra-actions to artificial nail application is an advance condition that appears after extensions have been applied.

❖ **THINNING OF NATURAL NAIL PLATE:**

When artificial nails are removed the natural free edge is very thin. It can easily be bent or torn using very light pressure.

- **Causes:** Excessive filling, incorrect removal of nails.

❖ **ALLERGIES:**

Redness, blisters, inflammation and itching. These may appear on the cuticle or skin around the nails or on the face and neck which the nails regularly touch.

- **Causes:** Exposure to a product to which the client is allergic.

❖ **INFECTION:**

Redness, inflammation and pus in the cuticle area and the surrounding skin. Separation of nail plate from nail bed (onycholysis) or dark spots between artificial and natural nail plates.

- **Causes:** Lack of hygiene in salon, incorrect home care.

❖ **SOFTENING OF NATURAL NAIL PLATE:**

When nails are removed the natural nail plate is very soft and easily torn at free edge.

- **Causes:** Prolonged exposure to the product used in artificial nail application particularly primer.

❖ **PHYSICAL TRAUMA:**

Bruising, ridges in the nail plate, cut and abrasion to cuticle and surrounding skin.

- **Causes:** Bruising due to excessive pressure during treatment.
Ridges due to excessive filling in one place.
Cuts and abrasion due to careless use of tools

CONTRAINDICATIONS TO EXTENSIONS:

❖ **THIN FLAKING NAILS**

- Peeling, soft, dry, dehydrated.

❖ **EXPOSED NAIL BED**

- Nail plate missing, raw, pus, blood, open to infection.

❖ **NAIL SEPERATION**

- Trauma to nail, incorrect filing, prone to infection.

❖ **FUNGAL INFECTION**

- Discoloured, pus, moisture under nail, can spread, advise to visit GP.

❖ **DAMAGED CUTICLES**

- Cracked, peeling, red, sore, open to infection.

❖ **INFLAMMATION OF AREA**

- Caused by bacteria infection. Would look red, swollen, sore, possible pus.

❖ **OPEN WOUNDS CUTS AND ABRASIONS**

- Painful, open to infections.

❖ **ALLERGY TO NAIL PRODUCTS**

- Cause by allergic reaction. Would look itchy, irritated, hot, rash, painful and red.

❖ **EXTREME CURVITURE**

- Can't adhere tip because of shape. Would look very thin, brittle and fragile.

❖ **NAIL DISEASE AND DISORDERS**

- Brown, green, sore, hot, pus, swollen, infection.

❖ **WARTS**

- Rough, bumpy, contagious, caused by viral infections on the hand.

❖ **RINGWORM**

- On nail plate, white scaly patches, yellowish, begins at free edge and travels to root.

❖ **CERTAIN OCCUPATION**

- Some heavy manual occupations such as lifting preclude nail extensions. The nail will be easily broken.

PREPARING THE WORK AREA

THE DESK:

A desk is a first consideration while performing nail treatment. Ideally a desk must have a couple of drawers & be very stable in construction. The width of the desk should not be so wide that the technician needs to stretch to reach client's hands if the client is sitting back in the chair, nor should it be so narrow that it causes the technician to bend their neck down far. There are variety of nail desk available in market.



THE TECHNICIAN CHAIR:

A chair must have correct support for the user. The seat should be padded and depth that support the legs. The upper body of the technician needs to be square to the desk with the back straight and only a slight tilt forward. There are also posture chairs available in market.



THE CLIENT CHAIR

The client chair is almost as important as the one of technician. The client must be comfortable, but must also be in the right position for the technician. A fabric- covered chair with a soft seat is preferable. When client is sitting make sure they are sitting straight in front of the desk.



DESK LAMP

Desk lamps play a very important part in the work of the technician & their desk set-up. It is essential to have excellent light when providing any nail treatment as it helps to prevent eye strain while carrying out close work, also needs to examine artificial nails for imperfections, applying warmish, accuracy and neatness.

ELECTRICITY SUPPLY:

Trailing wires in workplace are a hazard which needs to be avoided. A socket close enough to avoid trailing wires is most suitable.

NAIL TIPS

One of the most popular nail techniques is nail tips, which are preformed artificial nails applied to the tips of the natural fingernails. Nail tips are commonly made of plastic, nylon or acetate and are used to add extra length. Usually, tips are combined with another artificial nail service, such as acrylic or gel.

A tip worn with no overlay (any wrap, acrylic or gel applied over the entire natural nail plate) is very weak and is considered a temporary service.

Nail tips are secured to the natural nails with glue or bonding agents. These agents come in either a tube with a pointed applicator tip, a one-drop applicator, or as a brush-on.

All nail tips have a well that serves as the point of contact with the nail plate. The position stop is the point where the nail plate meets the tip before it is glued to the nail. Tips are designed with either a partial or full well.

The tip should never cover more than half of the natural nail plate. Nail tips should also be pre beveled (slanting) along the edge closest to the cuticle to thin out the plastic.

Tips that are pre beveled requires less filing on the natural nail after application. This cuts down the potential for damage for her needs.

TYPES OF NAIL TIP:



TIP MAINTENANCE:

Clients wearing tips will need weekly or biweekly manicures to allow for regluing and rebuffing. With temporary tips, re-glue at the seam between the natural nail and the tip. Most tips will require non acetone polish remover, as acetone removers will dissolve the tips.

TIP REMOVAL:

When removing the tips, begin by removing any and all polish. Place the client's fingertips in a bowl with enough acetone to cover the nails and soak them for the amount of time recommended by the manufacturer. Use a fresh orangewood stick or a metal pusher to slide off the softened tips. Do not pry (interfere) them off, as this can be damaging to the nail bed and mantle.

Buff the nails with a block buffer to remove any glue residue. Have the client wash her hands with soap and warm water. Condition the cuticle and surrounding skin with cuticle cream or oil. Suggest a reconditioning hot oil manicure.

IMPLEMENTS AND MATERIALS

- Manicuring table
- Polish remover
- Medium fine filer
- Adhesive
- Tip clipper or large nail clippers
- Buffer block
- Nail tips

PROCEDURE

- Remove any old polish from the client's nails, working from little finger to thumb.
- Buff the nails to remove shine and any natural oils. Remove dust.
- Select the proper size tip. Make sure it completely covers the nail plate from sidewall to sidewall but never cover more than half the length of the nail. Trim the tip to the right size if the well covers too much of the nail.
- Apply nail antiseptic to remove the remaining natural oil and to dehydrate the nail for better adhesion. Again, begin with the little finger. If you accidentally touch the nails after you apply antiseptic, you must clean them again and reapply antiseptic.

- Apply adhesive on the nail plate to cover the area where the tip will be placed. Do not let adhesive run onto the skin. Apply adhesive from the middle of the nail plate to the free edge.
- An alternate method is to apply adhesive to the well of the tip. This may ensure that fewer air bubbles are trapped in the adhesive.
 - Slide on the tip. Use a stop, rock & hold procedure:
 - Stop: find the stop against the free edge at a 45-degree angle.
 - Rock: rock the tip on slowly.
- Hold: hold in place for 5 to 10 seconds until dry.
- Apply a bead of adhesive to the seam between the natural nail plate and the tip to strengthen the stress point.
- Trim the nail tip to the desired length, using a tip clipper or large nail clippers. Cut from one side, then the other, if you are using the nail clippers. Cutting the tip straight across weakens the plastic.
- Blend the tip into the natural nail. File the shine off the tip, keeping the file flat on the nail at all times. Never hold the file at an angle, because doing so can form a groove in the nail plate.
- Buff the tip for a perfect blend between the natural nail plate and the tip extension. There should be no visible line or cloudiness between the two.
- Shape the nail.
- Proceed with any other service that may be desired. Tips are rarely worn without any additional service such as wraps, acrylic or gels.
- If your client is only wearing tips as a temporary service, add a drop of cuticle oil to each nail and then buff.

AFTER CARE AND ADVICE

- Use rubber gloves when immersing the hand in water.
- Do not use the fingernails as tools
- Use only non acetone nail polish removers. Acetone will soften the artificial nails and lead to lifting.
- Caution should be exercised when near any naked flame, including cigarettes, as nail adhesives are flammable and plastic nails can melt.
- Contact the salon if any problems occur.

GEL NAIL EXTENSION

Gels are strong, durable artificial nails that are brushed onto the nail plate. They have a chemical consistency very similar to that of acrylic nails, but they require a separate catalyst to ensure hardening.

TYPES OF GEL

HARD GEL:

Hard Gel has a tightly woven structure with a low weight, which provides strength and durability, and prevents acetone from penetrating through. This is the reason why Hard Gels cannot be soaked off with acetone. A new application usually lasts about 3-4 weeks before it needs to be filled (lifting removed and a new layer is applied) or removed. Hard Gel can only be removed by filing it off.

Hard Gel is typically used as the base of a nail enhancement. For colour, nail art designs or a glossy finish, Soft Gels, Gel Polishes and even regular nail polishes can be used on top.

SOFT GEL:

Soft gel refers to the gel products that are too soft to create a nail extension. This includes gel polishes and thicker gels meant for gel-overlay services. Gel polishes are used for the increasingly popular gel polish manicures. These manicures are gentle to the natural nail and the polish stays intact on the nail for at least a couple of weeks with high shine and no cracking, peeling or chipping.

Follow manufacturer's instructions for application of no-light gels.

ADVANTAGES OF GEL EXTENSION

- Gel nails can allow those allergic to acrylic or nail resin to enjoy an extension service
- Healthier option for your nails
- Dries faster than regular polish
- Different from the dip powder
- Lasts longer than normal polish
- Many gel nail clients report that gel nails feel more natural and less rigid than acrylic nail extensions

- Soft gel nails (gel polish) are easily removed with acetone when soaked or wrapped for about 8–15 minutes and do little to no damage to the natural nail
- Gel polish manicures can last up to 3 weeks with no chipping, peeling or cracking
- Leaves a glossier finish
- Gel nails do not produce any odor
- The curing time is very fast when using an L.E.D. light. This can be as low as 5–10 seconds with a 36 watt LED lamp. More powerful lamps are appearing all the time with 60 watts being available at the time of writing.
- Gel polish nails mean nails are dry immediately upon completion of the service so no worry about smudging or ruining one's manicure.
- Holds shine and does not fade like regular nail polish
- Acrylic is much harder. We want our nails to bend when whacked against something hard. Gel provides that flexibility. Gel takes the brunt of the force and cracks, but usually the nail won't break

DISADVANTAGES OF GEL NAILS:

- They can be too complicated for people to perform on themselves.
- The nails can increase risk for infection if not done in a professional salon.
- They are more expensive than traditional manicures.
- They are more difficult to nail polish.

PRODUCT

- Artificial tips (natural and French)
- Artificial tip cutter
- Nail glue
- Nail dehydrator
- Nail bonder
- Dappen dish
- UV lamp
- Gel builder (pink and clear)
- Gel brush
- Buffer 100/100 and 240/240
- VIP buffers

- Cuticle remover
- Cuticle pusher, trimmer
- Cuticle cutter or nipper
- Dusting brush
- Cuticle oil
- Cuticle pusher, trimmer
- Cuticle nipper

PREPARATION

- Disinfect both your hands and your client hands with antiseptic or use sanitizer.
- If your client is wearing nail polish, remove this with non acetone free polish remover.
- Apply cuticle remover and push back the cuticle.
- Cut the free edge of the nail and file the rough edges with the 100/100 buffer.
- Gently buff the shine to remove natural oil or natural moisture from the natural nail
- Remove all the dust from the nails using Nail duster.
- Find the correct size tip for each finger.
- Stick the tip with nail glue.
- Cut the tips with tip cutter according to the size and length your client choice.
- Blend(prepare) the tip with 100/100 buffer
- Give the shape according to client choice.
- Remove the dust from the nail with duster
- Apply nail dehydrated and nail bonder on natural nail.
- Apply a thin layer of the clear or pink gel to the whole nail. Cure it for 2 minutes in a 36 watt UV lamp or 60 second in LED 12 w lamp.
- Do not cleanse the nails.

- Start by placing a good amount of pink or clear gel (enough to build a thick layer) in a centre of the nail, where the C- curve should be. Working in very small circular motions, move the gel towards the cuticle, creating a very thin layer along the cuticle area.
- Work your way down of the nail, building your C-curve by leaving more gel in the center of the nail and tapering off towards the end of the nail, where the gel should be very thin.
- Cure it for 2 minutes in 36 watt UV lamp or 60 second in LED 12w lamp
- Always use the maximum time for curing because the gel has to cure all the way. If it is not completely cured, you will have lifting within a day.
- Cleanse the nails with sanitizer (nail cleansing solution). Gel will stay tacky until it is cleansed. This is not because the gel did not cure completely, but because the gel is not under vacuum while curing.
- Do remember not to touch the gel around the cuticle area and also gel should not touch the skin at any place.
- File the with 180/180 buffers
- Use VIP buffer for give the finishing look.
- Clean the nail with sanitizer
- Apply a thin layer of a gel seal top coat; cure it for 2 minutes in 36w UV lamp.
- Don't cleanse the nails after curing gel top coat it doesn't have sticky
- Same application of can be done on acrylic nails also.
- Apply cuticle oil around the cuticle

PRECAUTIONS

1. Do not use metallic/steel files.
2. Use only non-acetone polish remover.
3. No nail cutter to be used for cutting extended nail. Use only emery files to make them short
4. Refill important after 2-3 weeks.
5. Take care of your nails. Protect them against breakages.
6. Use good quality nail polishes.
7. Pregnancy and antibiotics can cause lifting.
8. Allergy.
9. Manicure 2-3 days before extension.

INFORMATION FOR NAIL TECHNICIAN

- Follow each step properly for nail extension. Read all instructions properly before working the client.
- Mask should be worn at the time of filing.
- All liquids should be closed after the use.
- Each file/block can be used for max 4-5 clients
- Tip-glue should be cleaned and closed immediately after the use. Replace the tip glue in refrigerator after use.
- Tip-cutter should be cleaned. Check on tip residues are lift in it
- While choosing the tips check the number on it properly and tips not in use should be put back in the slot.
- Gel brush and all gels should be kept away from direct sunlight and UV light.
- Gel brush should not be cleansed properly but left with little stickiness after use.
- Close all gels and keep away gel brush at the time of curing nails under UV light.
- Cleanse the tacky layer properly after curing under UV light to get better results.

GEL MAINTENANCE

- Both light-cured and non-light cured gels should be maintained every two to three weeks, depending on how fast the client's nails grow.
- Use a medium abrasive file and buff the entire nail to remove any shine.
- If you find that a regrowth ledge has developed, you can eliminate it by gliding a file or an abrasive over the ledge area.
- Hold the file flat at the ledge, not at an angle, because this can make a groove and might damage the natural nail plate.
- Continue buffing until there is no line between the hardened gel and the natural nail.
- Be careful not to damage the natural nail plate by buffing too roughly. When the nail is smooth, follow the procedure for the application of gel on natural nails.

GEL REMOVAL

- UV gels must be buffed off layer by layer and will not soak off in acetone.
- No-light gels, on the other hand, can be soaked off.
- Soak the client's nails in a small bowl filled with acetone for 15 to 25 minutes without lifting the hands from the bowl.
- Always be sure to read and follow manufacturer's instructions.
- Using a metal pusher, scrape gently from the cuticle to the free edge to slide off the softened product.
- Follow with a gentle buffing of the natural nail using a fine block buffer.
- This will remove the glue residue.
- Complete the service with a manicure.

ACRYLIC NAIL EXTENSION

Acrylic is often referred to as sculptured nails, are artificial nails that are created by combining a liquid acrylic product with a powdered product. When joined, the two products form a soft ball that can easily be molded into a nail shape.

Acrylic nails can be applied directly onto a natural nail or over a tip, or they can be sculpted onto a paper or metal nail form.

These nails are sometimes referred to as “built”. Acrylics can be used to strengthen or extend the nail or to repair weak, bitten or torn nails.

THE SCIENCE OF ACRYLIC NAILS

There are three basic ingredients in the acrylic nail process.

A MONOMER: Is a substance made up of many small molecules that are not attached to one another. Liquid acrylic is a type of monomer.

A POLYMER: Is a hard substance formed by combining many small molecules (monomers), usually in a long chain-like structure. Polymers and monomers are developed from the same chemistry except that one remains in liquid form (monomer) while the other is powdered (polymer).

A CATALYST: Is any substance having the power to increase the velocity (speed) of a chemical reaction. Powdered acrylic is a combination of ground-up polymer and a catalyst. The process begins when the liquid from the brush (the monomer) picks up the powder from the jar (the polymer). The catalyst “explodes” when it comes in contact with the monomer, causing heat. The heat starts a chain reaction from one polymer bead to the other. This transfer continues until the last polymer bead receives heat. This hardening process is also referred to as **curing**.

A PRIMER: Is a substance that improves adhesion, or attachments and prepares the nail surface for bonding with the acrylic material. Acid primer is widely used to help bind the acrylic to the natural nail. Nonacid primer is noninvasive to the natural nail and not corrosive on the skin but may not be as effective as acid primer.

ACRYLIC OVERLAYS ON TIPS OR NATURAL NAILS: Acrylic overlays are artificial nails that use the same acrylic material as sculptured nails but are

applied directly to the natural nail surface instead of being extended. These overlays are useful for strengthening weak nails or repairing damaged ones.

The procedure for applying acrylic on the natural nail or on a tip is similar to sculpting, but somewhat simpler. Follow the procedure for applying tips, and then apply the acrylic as you would on a nail form. The natural nail may be shorter than a tip or sculptured nail, so you might need to use only two balls of acrylic.

FILLS FOR ACRYLIC NAILS

As the natural nail grows, the acrylic nails are pushed further up the nail plate. A fill is the application of Acrylic product to the new growth. Acrylic nails should be filled in every two to three weeks depending on how fast the nail grows. During the course of a fill the shape of the nail should be defined again. This is called rebalancing. Without rebalancing the nail will begin to look unnatural and uneven as it grows longer and the new growth area will be noticeable.

CRACK REPAIR

If an acrylic nail is badly chipped or cracked, your choice is to file a 'V' shape into the crack. If necessary, a new nail form can be attached and acrylic material added to the free edge of the nail. If any area of the natural nail is involved, be sure to prime the area. Then form a new tip and blend it whatever old material is still adhering to the nail.

PRODUCT

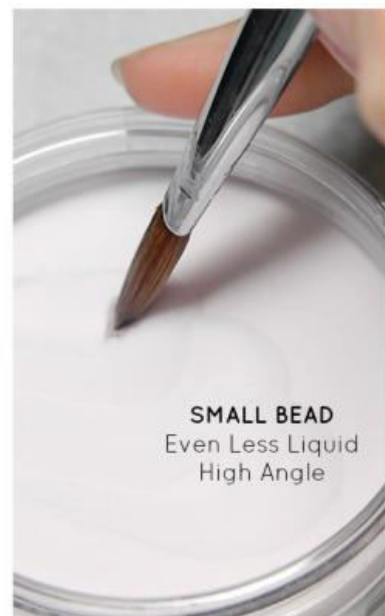
- Artificial tips (natural and French)
- Artificial tip cutter
- Nail glue
- Nail dehydrator
- Nail bonder
- Dappen dish
- Monomer
- Acrylic powder(pink and clear)
- Acrylic brush(oval no 8)
- Buffer 100/100 and 240/240
- VIP buffers

- Cuticle remover
- Cuticle pusher, trimmer
- Cuticle cutter or nipper
- Dusting brush

PROCEDURE

- Disinfect both your hands and your client hands with antiseptic or use sanitizer.
- If your client is wearing nail polish, remove this with non-acetone free polish remover.
- Apply cuticle remover and push back the cuticle.
- Cut the free edge of the nail and file the rough edges with the 100/100 buffer.
- Gently buff the shine to remove natural oil or natural moisture from the natural nail
- Remove all the dust from the nails using Nail duster.
- Find the correct size tip for each finger.
- Stick the tip with nail glue.
- Cut the tips with tip cutter according to the size and length your client choice.
- Blend (prep) the tip with 100/100 buffer
- Give the shape according to client choice.
- Remove the dust from the nail with duster
- Apply nail dehydrated and nail bonder on natural nail.
- Dip the acrylic brush into the monomer so that enough liquid absorb in it and then with the round movement of brush take the acrylic powder in the form of the ball. Place the acrylic ball on free edge of the nail and press the

ball evenly on the nail.



- Repeat the above step of mixing liquid and powder to complete the nail.
- The same procedure applies to the whole set of nails and let the acrylic dry up for few minutes on its own
- File the nails, thin at the cuticle and free edge of the nail with the 100/100 buffer.

- Centre part of the nail should be little thicker(give the nail natural look and C-curve)
- Use VIP buffer for give the finishing look.
- Apply cuticle oil around the cuticle area.
- Apply base coat before applying nail polish for longer life and complete the whole process with top coat.

DO'S& DONT'S

1. Do not use metallic/steel files.
2. Use only non - acetone polish remover.
3. No nail cutter to be used for cutting extended nail. Use only emery files to make them short
4. Refill important after 2-3 weeks.
5. Use good quality nail polishes.
6. Pregnancy and antibiotics can cause lifting.
7. Take care of your nails. Protect them against breakages.
8. Allergy.
9. Manicure 2-3 days before extension.

INFORMATION FOR NAIL TECHNICIAN

1. Follow each step properly for nail extension. Read all instructions properly before working on the client.
2. Make should be worn at the time of filing.
3. All liquids should be closed after the use.
4. Each file/block can be used for max. 4-5 clients.
5. Tip glue should be cleaned and closed immediately after the use. Replace the tip glue in refrigerator after use.
6. Tip cutter should be cleaned. Check no tip residues are left in it.
7. While choosing the tip check the numbers on it properly and tips not in use should be put back in the slot.

8. Clean your acrylic brushes with the poly monomer immediately after application work is over and finally clean with the brush cleaner.
9. The leftover poly monomer liquid In the Dappen dish should be placed separately.

ACRYLIC NAIL EXTENSION REMOVAL

- **CLIP YOUR NAILS:**

Use a nail clipper to trim the tips of your acrylic nails short. Cut off as much of the acrylic as possible. If cutting is difficult due to the thickness of the nails, use a coarse nail file to file them. But make sure you don't cut any of your nail bed because it will bleed.

- **FILE THE TOPCOAT OFF OF THE NAILS:**

Use a fine-grade buffer to file off the paint and remove as much of the acrylic as possible. Use long strokes that run the length of the nail.

- **POUR THE ACETONE INTO A BOWL:**

Fill a medium glass bowl halfway with acetone. Some people like to place the bowl in a larger bowl filled with warm water, to warm the acetone. Do not microwave the acetone or use it near any source of heat. Acetone is extremely flammable.

- Make sure the room is well ventilated, since acetone has strong fumes.
- Do not light a cigarette near acetone.
- Apply petroleum jelly to the skin surrounding your nails.
- Acetone dissolves plastic and is also hard on skin, so it's important to protect yourself. This step will prevent your skin from becoming irritated by the acetone, particularly if you have hangnails.
- Take care not to get too much petroleum jelly on your nails, since the acetone should be able to reach it and dissolve it.
- Use a cotton-tipped wooden applicator if you need help applying the petroleum jelly more precisely.
- **APPLY THE ACETONE TO YOUR NAILS:**

Saturate one cotton ball per nail in the warmed acetone, and then place the cotton balls on the tips of your fingers. Wrap them tightly against the acrylic nails using strips of aluminum foil. Let your nails soak in the acetone for 30 minutes.

- You can use a non-plastic tape to fasten the cotton balls if you don't have aluminum foil.
- You can also simply soak your nails in the bowl of acetone if you know that acetone doesn't irritate your skin.

- **REMOVE THE FOIL AND COTTON BALLS FROM YOUR FINGERTIPS:**

The cotton ball and the nail should come off easily.

- If you soaked your acrylic nails in the bowl of acetone, gently pry the nails off using an orange wood stick.
- If the acrylic nails are still firmly stuck, repeat the process for another 20 minutes and attempt to remove them again.

- **SCRAPE OFF THE LEFTOVER ACRYLIC WITH THE NAIL BUFFER:**

The acrylic should be soft from the acetone bath, so take the opportunity to buff the rest of it away. If the acrylic begins to harden again while you're buffing, use a cotton ball soaked in acetone to dampen it.**to**

- **SHAPE YOUR NATURAL NAILS:**

Use nail clippers and a nail file to smooth the edges. Buff your nails lightly with a fine-grade nail buffer, moving from the base of the nail to the tip.

- To avoid damaging your nails, file in one direction only, and avoid using a sawing motion.
- The top few layers of your nails may have been removed with the acrylic. Be careful not to tear or damage them further when file and buff them.

- **RESTORE THE MOISTURE TO YOUR HANDS:**

Acetone causes skin to become extremely dry. Rinse off the remaining traces with soap and water. Dry your hands and rub them with body oil, olive oil or a moisturizing lotion.

METHOD 2

- **CLIP YOUR NAILS:** Use a nail clipper to trim the tips of your acrylic nails short. Cut off as much of the acrylic as possible. If cutting is difficult due to the thickness of the nails, use a course nail file to file them.
- **FILE YOUR NAILS:** Use the course side of a buffing tool to file down each acrylic nail. Work on one nail at a time, filing away the acrylic until it has become a thin layer overlaying your natural nail. Continue until you've filed away as much of the acrylic from each nail as possible.
- You may have been able to file away enough of the acrylic that your nails look almost acrylic-free. If you're worried about nail damage, now is the time to stop. Removing the rest of the nail will necessarily involve taking off a few layers of your natural nail, which can cause long-term damage.
- If you'd rather remove all traces of the acrylic, continue to the next step.
- Use a cuticle stick to pry up the edge of an acrylic nail. Once you've lifted the edge, place the tip of a cuticle scissors under it and use the scissors to start clipping away the acrylic.
- Continue lifting the edge and clipping the acrylic until all of the acrylic has been removed.
- Repeat this process for every nail until the acrylic is completely gone.
- Resist prying more than a little of the acrylic at a time from your natural nail. If you pry off too much at once, it will rip off layers of your natural nail.
- Buff your nails. Use a nail buffer to remove the last traces of acrylic. Shape your natural nails with a nail clipper and file. Apply cuticle cream and moisturize.

ACNO GEL NAIL EXTENSION

PRODUCT

- Acrylic powder(any colour)
- Artificial tips
- Nail glue
- Artificial tip cutter
- Gel base coat
- Gel top coat
- UV lamp
- Dusting bush
- VIP buffers
- Nail dehydrator
- Nail bonder
- Artificial tip (natural)
- Nail glue
- Buffer 180/180
- VIP buffer

PROCEDURE:

- Disinfect both your hands and your client hands with antiseptic or use sanitizer.
- If your client is wearing nail polish, remove this with non acetone free polish remover.
- Apply cuticle remover and push back the cuticle.
- Cut the free edge of the nail and file the rough edges with the 100/100 buffer.
- Gently buff the shine to remove natural oil or natural moisture from the natural nail
- Remove all the dust from the nails using Nail duster.
- Find the correct size tip for each finger.

- Stick the tip with nail glue.
- Cut the tips with tip cutter according to the size and length your client choice.
- Blend(prepare) the tip with 100/100 buffer
- Give the shape according to client choice.
- Remove the dust from the nail with duster
- Apply nail dehydrated and nail bonder on natural nail.
- Apply the gel base coat on full nail and dip it in acrylic powders and cure it for 2 minutes.
- Repeat the above step for two more times of gel base coat and acrylic powder application to complete the nail.
- Dust the nail with dusting brush and buff it with VIP buffer.
- Apply the gel top coat on full nail and cure it for 2 minutes.
- Apply cuticle oil around the cuticle area.

NAIL FOAM

Nail foams are versatile, easy to apply artificial nails made of adhesive backed coated paper or mylar. They also come in reshaped plastic or aluminium; these nail forms must always be sanitized.

PRODUCT

- Acrylic powder
- Monomer
- Acrylic brush
- Dampen dish
- Nail foam
- Buffer 180/180 and 240/240
- VIP buffer
- Nail bonder
- Nail dehydrator
- Dusting brush
- Cuticle pusher and trimmer
- Cuticle cutter/nipper
- Cuticle softener
- Cuticle oil

PREPARATION

- Disinfect both your hands and your client hands with antiseptic or use sanitizer.
- If your client is wearing nail polish, remove this with non- acetone free polish remover.
- Apply cuticle remover and push back the cuticle.
- Cut the free edge of the nail and file the rough edges with the 100/100 buffer.

- Gently buff the shine to remove natural oil or natural moisture from the natural nail
- Remove all the dust from the nails using Nail duster.
- Find the correct size tip for each finger.
- Stick the tip with nail glue.
- Cut the tips with tip cutter according to the size and length your client choice.
- Blend(prepare) the tip with 100/100 buffer
- Give the shape according to client choice.
- Remove the dust from the nail with duster
- Apply nail dehydrated and nail bonder on natural nail.
- Apply nail foam
- Remove the Centre piece from the nail foam. Now reattach this Centre piece to the adhesive inner surface of the nail form. Bend the form over slightly in order to make it match the nails curvature. Now tear the perforations at the top edge of the form as pictured above.
- Next, fit the criss-cross edge of the form under the nail surface. Make sure to use two hands for this if you can. Make sure that the nail form is snug and centered in place.
- Now press together the inside edge of the form until they stick together. Make sure once again that the curve of the form is straight and matches the curvature of the nail. Now secure the entire form in place by folding down the loose edges over the finger.
- Dip the acrylic brush into the monomer liquid.
- Dip the tip of the brush into acrylic powder and form a ball of acrylic.
- Place ball of acrylic material in the upper form nail and spread it accordingly.
- Once again pick the ball of monomer liquid and powder and place second ball and spread it. Taking in consideration that the free edge area and cuticle area is thin and center is thicker.

- This very upper form tip is then flipped on the natural nail and held till the proper adhesive with the natural nail.
- Remove the upper form tip to get the shiny and sleek nail extension.
- Repeat the procedure for all nails.
- Finish the shape of the nails using file straight 180/180.
- Centre part of the nail should be little thicker (give the nail natural look and C-curve)
- Use VIP buffer for give the finishing look.
- Apply cuticle oil around the cuticle area.

CLIENT INFORMATION

1. Do not use metallic/steel files.
2. Use only non-acetone polish remover.
3. No nail cutter to be used for cutting extended nail. Use only emery files to make them short
4. Refill important after 2-3 weeks.
5. Use good quality nail polishes.
6. Pregnancy and antibiotics can cause lifting.
7. Take care of your nails. Protect them against breakages.
8. Allergy.
9. Manicure 2-3 days before extension.

INFORMATION FOR NAIL TECHNICIAN

1. Follow each step properly for nail extension. Read all instructions properly before working on the client.
2. Make should be worn at the time of filing.
3. All liquids should be closed after the use.
4. Each file/block can be used for max. 4-5 clients.
5. Tip glue should be cleaned and closed immediately after the use.
Replace the tip glue in refrigerator after use.
6. Tip cutter should be cleaned. Check no tip residues are left in it.

7. While choosing the tip check the numbers on it properly and tips not in use should be put back in the slot.
8. Clean your acrylic brush with the poly monomer immediately after application work is over and finally cleans with the brush cleaner.
9. The leftover poly monomer liquid In the Dappen dish should be placed separately.

GELICURE (GEL POLISH)

PRODUCT

- UV lamp
- Gel base coat
- Gel top coat
- Gel nail paints with any colour
- Nail bonder
- Nail dehydrator
- 180/180 buff
- Cuticle softener
- Cuticle pusher and trimmer
- Cuticle nipper

PREPARATION

- Disinfect both your hands and your client hands with antiseptic or use sanitizer.
- If your client is wearing nail polish, remove this with non-acetone free polish remover.
- Apply cuticle remover and push back the cuticle.
- Cut the free edge of the nail and file the rough edges with the 100/100 buffer.
- Gently buff the shine to remove natural oil or natural moisture from the natural nail
- Remove all the dust from the nails using Nail duster.
- Apply nail dehydrated and nail bonder on natural nail.
- Apply gel base coat with a thin layer and cure it in UV lamp for 2 minutes.
- Apply a thin layer of gel polish and cure it in UV lamp for 2 minutes.
- Apply 2nd coat of gel polish with a thin layer and cure it in UV lamp for 2 minutes.

- Apply gel top coat with a thin layer and cure it in UV lamp for 2 minutes.

CLIENT INFORMATION

1. Do not use metallic/steel files.
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3. No nail cutter to be used for cutting extended nail. Use only emery files to make them short
4. Refill important after 2-3 weeks.
5. Use good quality nail polishes.
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INFORMATION FOR NAIL TECHNICIAN

1. Follow each step properly for nail extension. Read all instructions properly before working on the client.
2. Make should be worn at the time of filing.
3. All liquids should be closed after the use.
4. Each file/block can be used for maximum 4-5 clients.
5. Tip glue should be cleaned and closed immediately after the use. Replace the tip glue in refrigerator after use.
6. Tip cutter should be cleaned. Check no tip residues are left in it.
7. While choosing the tip check the numbers on it properly and tips not in use should be put back in the slot.
8. Clean your acrylic brushes with the poly monomer immediately after application work is over and finally clean with the brush cleaner.
9. The leftover poly monomer liquid In the Dappen dish should be placed separately.

GEL EXTENSION NAIL REMOVAL

- **CLIP YOUR NAILS:**

Use a nail clipper to trim the tips of your acrylic nails short. Cut off as much of the acrylic as possible. If cutting is difficult due to the thickness of the nails, use a coarse nail file to file them. But make sure you don't cut any of your nail bed because it will bleed.

- **FILE THE TOPCOAT OFF OF THE NAILS:**

Use a fine-grade buffer to file off the paint and remove as much of the acrylic as possible. Use long strokes that run the length of the nail.

CLIENT CONSULTATION

NAME: _____	DATE: _____
ADDRESS:- _____	
CITY:- _____	STATE:- _____
ZIP:- _____	
HOME:- _____	WORK:- _____
EMAIL:- _____	
DATE OF BIRTH:- _____	

IN ORDER TO BEST SERVICE YOUR NAIL NEEDS, PLEASE ANSWER THE FOLLOWING QUESTION:

1 Do you do a lot of work around your home such as cleaning, cooking, and gardening?	
2 How many children do you have and what are their ages?	
3 Are you currently taking any medication, whether prescribed or over the counter? Yes please explain	

1. Do you spend time on your own nail?

Always ☐ Sometimes ☐ Rarely ☐ Never ☐

2. Have you experienced a Nail infection of any sort ?

Yes ☐ No ☐ If Yes, Please Explain _____

3. Do you have a history of biting or picking at your nails or cuticle?
Always ☐ Sometimes ☐ Rarely ☐ Never ☐
4. Have you always worn nail polish with your enhancement?
Always ☐ Sometimes ☐ Rarely ☐ Never ☐
5. Would you like the option to wear a permanent French manicure?
Always ☐ Sometimes ☐ Rarely ☐ Never ☐
6. If you prefer to wear enamel, what is your favorite color?
_____.
7. What is the best day and time for your appointments?
_____.
8. Do you agree to keep a regular appointment schedule to maintain your nail enhancements?
Yes ☐ No ☐ Don't know ☐

NAIL ART

Nail art is a creative way to paint, decorate, enhance, and embellish the nails. It is a type of artwork that can be done on fingernails and toenails, usually after manicures or pedicures. A manicure and a pedicure are beauty treatments that trim, shape, and polish the nail. Often these procedures remove the cuticles and soften the skin around the nails. Several options are available for decorating nails:

- Glitters
- Nail art pens
- Piercing
- Water marbling
- Adding accessories
- Studs, rhinestone miniature plastic bow-ties, beads, and aluminum foil.



3D Nail ART:

3D nail art is three-dimensional artwork created on the fingernails. The powder used for 3D acrylic nail art is a polymer powder which is used with a monomer liquid to create designs. To create the designs, the artist adds colored acrylic to a mold using a paint brush and waits for it to harden.

Flowers are one of the most common 3D nail art creations. People choose to wear nail art simply because it looks different and attractive, although many use it for special formal occasions, like a wedding. The 3D art is colorful and can be painted over with a clear or glitter top-coat of nail polish. To decorate the nails, manicurist uses several tools such as:

- Nail dotters, also known as "dotting tools"
- Nail art brushes
- Stationery tape/ stickers
- Thin, colored striping tape
- Sponges (for gradient effects)



DIFFERENT TYPE OF NAIL ART BRUSHES

1. LINER BRUSH

A type of brush that has a short, round point with only a few bristles. Excellent for short strokes, a Liner Brush can be used to draw smile lines and details. It's great for outlining images and adding contours.



2. SHADER BRUSH

Also known as Flat Brush. It is a short brush with a square/blunt end. They help in creating long fluid strokes on nail. It also helps in creating one stroke patterns, filling the background, painting, blending and shading. Also helpful in doing Gel Nails.



3. FAN BRUSH

This brush has a medium length bristle, it's flat, fanned bristles helped name it the "Fan Brush" The Fan Brush has many functions, it helps to create airbrush effects; ombre effects, different stroked patterns; and is also great for creating gradient effects. Particularly great for shading, creating swirls and when working with glitter. It can also be used in brushing off excess flocking powder or glitter too.



4. MARBLER (DOTTER) BRUSH

The brush has round shape with the thick point. Use: Zigzags or swirls, the Marbler Brush can mix and blend colors together in an interesting design. Whether the colors are swirled on the nail plate or in a water solution, the Marbler blends colors in a free, uneven pattern. The Marbler can also be used to make dot flowers.



5. CROOKED DETAILER BRUSHES

Angled shaft; with a short length round brush, that has uneven bristles. Providing an angular tip, this brush easily paints fine details and outlines. It can also be used in a more upright position and can be used to add highlights.



6. DETAILER BRUSH

Short bristles, flat composition, with the brush graduating to a tip at the end. The Detailer Brush can be used for intricate work and is especially suited to drawing delicate flowers. Flower petals can easily be painted by placing the brush flat and lifting it straight up



7. STRIPER BRUSH

Very long bristles, generally fine brush without too many bristles; round and pointed tip. Efficient for elongated lines, the Striper Brush creates long vertical or horizontal lines. Thick or thin lines; elongated; thickness of lines depends on amount of paint on bristles and thickness of brush.



8. STRIPETTE BRUSH

A shorter version of the Striper Brush, creates vertical and horizontal lines but in shorter strokes. The Stripette is great for drawing wisps and netting and creating finer detail when painting in your lines.



9. GRASS COMB BRUSH

This type of brush has short, flat, separated bristles with uneven lengths. For detailed dry brush techniques, this brush has separated bristles for easy application. It creates an airbrushed effect with a swipe of the brush.

Great for dry brush techniques; airbrush effects, grass, feathers and leaves



10. ANGULAR BRUSH

A type of brush that has a short, flat, angled brush; cut at forty-five degree angle. Its angled head helps you create intricate detailed designs. Bristles are cut at a 45° angle for control when drawing at a slant. Perfect for creating slants and angled shapes

