



TAOND Practical Exam Cheat Sheet – NATURAL NAIL EXAM

Print this out to have beside you during the exam.

Before the Exam

START THE VIDEO RECORDING

- State your **Full Name** and the **Exam Type** you'll be performing.

*“My name is **JANE DOE** and I will be taking **TAOND’s Natural Nail Exam** or **Enhancement Exam** using **Sculpted Acrylic/Gel** or **Acrylic/Gel with Tips.**”*

- Take a **‘BEFORE’** picture of your client’s hands using your digital or mobile phone camera

START YOUR TIMER

- Using your stopwatch or clock, show the start time on camera and begin the exam.

Perform Your Exam Service

- Greet your client and introduce yourself.
- Sanitize yours and your client’s hands.
- Complete a Full Assessment on your client.
- File and shape your client's nails.
- Cuticle Maintenance.
- White or Gold block buff your clients nail plates.
- Hand Massage.
- Cleanse the client's nail plates.
- Base coat, 2 coats of Polish colour, and Top coat.
- Recommended Homecare and retail products suggestions.

NOTE: Provide your **homecare advice and recommend retail products and/or services** while filling out (with a pen) the rest of the Exam Assessment Form.

- The exam ends after your **60 minutes (1 hour)** is up.

STOP YOUR TIMER (but do not stop recording yet!)

After the Exam

- Using your timer, show your **total service time** on camera.
- Take an '**AFTER**' picture of your client's hands using your digital or mobile phone camera
- Fill out a copy of the **Client Assessment Form** in your computer/laptop with the information you have gathered from your assessment earlier. For the client's signature area, just indicate 'Signature on file'.
- Insert your 'Before' & 'After' pictured in your **Client Assessment Form** and **Upload** the form in the **CLIENT ASSESSMENT FORM UPLOAD & FINAL GRADE** area within 30 minutes of completing your practical exam. Confirm that you have completed this step by stating it on camera.

STOP RECORDING 

- Send us your **Exam Video** immediately after completing your exam by uploading it to [TransferXL](#) – a completely FREE, easy to use and safe Online File-Sharing Service.