

Congratulations on your purchase of the **Level III Complete** Body Beautiful Master Color Set. We are excited to help build your business with the Body Beautiful products.

Following are some tips on how to use the Master Color Set. If you have another way to use it, we'd love to hear. Please let us know at info@bodybeautifulonline.com.

How to Use the Level III Complete Master Color Set

HOLDING THE COLOR STRIPS:

Important:

Wash your hands before using your master set to avoid soiling the cover labels.

Ring Method:

Pick up a unit of colors. If the title/cover piece is not on top, gently hold the paddle label and let the other paddles fall down. You might need to gently shake the unit and the paddles will fall right in order.

Loosely hold the color strips at the base, close to the ring.

Hold each fan section as you would a deck of cards. When the fan section is upside down, hold the label color strip upright and shake gently so the fan opens below it.

CHOOSING THE COLORS:

Hold the opened fan three inches from the eyes and face of the client. From the front to back, quickly scan each color strip for colors that relate to your client. As you find a color strip that relates, let it fall down and continue looking color strip by color strip holding the fans close to their face and dropping each color strip that works.

You will finish with a group of color strips that relate hanging down and a group that does NOT, still in your hand. With your free hand, hold the chosen color strips up to your client to verify that they relate. Once you confirm them, open the ring and gently slide out the chosen color strips and set aside. Close the ring. Repeat until you have reviewed all the fans

To close the fans, hold it lightly at the tip upright and all the color strips will go back in together. After all the color strips are chosen, and ordered, replace that color unit into the appropriate ring before proceeding to the next color unit.

Note: You might need to have a small pliers handy in order to open some of the more stubborn rings.

Hold up each resonance group, one at a time, and identify which resonance supports the personality, intensity, resonance of voice and energy of the walk of your client, whether or not the client is supported by dominantly warm or cool hues. Set aside the resonance group (s) that apply.

Hair, Skin, Eyes

Identify the hair the skin and the eyes. They will be found in the neutrals (warm or cool), muted (warm or cool) and perhaps the pastel shirting. Hold each fan section as you would a deck of cards. When the fan section is turned around and upside down, hold the label paddle upright and shake gently so the fan opens below it. Hold the fan like a deck of playing cards. From the front to back, quickly scan each paddle upright three inches from the eyes and face. As you find a paddle that relates to your client, let it fall down and continue looking paddle by paddle holding the fans close to their face and dropping each paddle that relates. You will finish with a group of paddles that relate hanging down and the group that does NOT, still in your hand. With your left hand, hold the chosen paddles up to your client to verify that they relate. Open the ring and gently slide out the chosen paddles and set aside. Close the ring.

Reds

Identify the reds that relate to their skin-tone and personal intensity. Note: There are some clients who have medium to low contrast and personal intensity that love bright red. It is important to find a red that will support the need for this hue.

Accent

Based upon the color harmony found in the hair, skin and eyes, select accent hues. Choose a resonance from which to select accent colors i.e. toasted, muted, saturated, shaded, washed or tinted.

Note: People who are dominantly cool: Give them colors that are dominantly cool. You can give a warm hue if it is the coolest of that color family, ie, a form of lemon yellow rather than chrome yellow.

If the person is dominantly warm, you will choose accent colors from the warm side of the color wheel. If you give a cool color, choose the warmest of the cool colors such as manganese blue family versus an ultramarine blue. It is also possible to choose a toasted cool color which is relatively warm.

Additional

For additional neutrals, "neutralize" some of the accent colors such as a cherry red might be neutralized down to a deep burgundy by shading it with black, or a cranberry by toasting it with brown. You will find these neutralized colors in the neutral paddles.

Select metals that relate to their relative temperature.

REFINEMENT

At this point you will have more than 19 color strips on the table. Now you must start refining and selecting which color strips are best for the client. During this process, remember that it is possible to combine color strips. Each color strip can hold six samples. Therefore, you could combine a color strip with two (2) and a color strip with four (4) samples or two color strips with three (3) samples each. Clearly identify on the order form if you are combining color strips.

Encourage your client to be a part of the refining process. With the light directed to your client's face, have him/her hold the mirror as you hold up one color strip on each side of the face. You might ask the client "Which do you prefer" or "Which feels best?" It is amazing how definite your client is in the response. And, they love to be brought in to be a part of the process. As the expert you have made the first cut, then you give the client the ability to "buy in" to the process. If they can't decide, you make the decision.

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Further refine to end up with 19 color strips.

If the client wants more color strips, create a second grouping of colors that will go into an additional fan. You will need to purchase an additional case for any palettes that have more than 20 color strips.

After all the 19 paddles are chosen, and the order sheet is filled out, replace the paddles to the appropriate ring. This process of replacing the paddles is usually done after the client leaves.

Loose Leaf Method

If working with the rings is frustrating for you, simply remove the paddles from the rings and place the units in the 6"x6" stackable acrylic boxes (available from the BB store, or email Heather info@bodybeautifulonline.com) Place a divider between each resonance unit.

Remove a group of paddles and proceed in the same manner as the ring method. On the first pass place the possible paddles to the side. Re-file the other paddles. Review the possibilities. Refine the palette combining paddles if desired to have 19 paddles remaining.

USING THE COMPLETE CLOTHING & STYLE GUIDE

Use a Level III Complete Clothing & Style Guide with each client to review individual color and style information.

NOTE: Stylist must purchase additional copies of the Clothing & Style Guides as needed for each client and will not duplicate any part of the system, or the stylist will be liable for copyright infringement consequences punishable to the fullest extent of the law.

HOW TO CARE FOR THE SYSTEMS:

- This system will last for years if cared for well.
- Have glue stick and cuticle scissors in your kit. If there is any fraying, cut it immediately. If the fabric pulls away, glue it back on.
- Store the fans in the Lucite boxes for easy access, mobility and presentation.
- If you need to remove a fabric swatch, peel gently and use Goo-Gone to remove. Do NOT use Goof-Off as it melts the plastic stick.

CLIENT SET PRICES, ORDERING & FULFILLMENT

The Body Beautiful the Level III Client set price depends on how many color strips you choose to give your client. The typical number of color strips for Level III is 19-24.

For color strips with fewer than 3 swatches, we do offer you the option to combine colors on a single color strip. The result will be different colors on a single color strip, but the cost is less. Simply note on the online order form which color strips you want to combine and we'll do the rest.

Stylists may order custom client palettes online at

www.BodyBeautiful.net/client_palette_step1.php. Level I client palettes cost \$40 flat rate, which includes both cover strip and case. Level II and III custom client palettes are priced based on number of color swatches per strip. Following is a breakdown of the pricing:

1-3 swatches: \$3.00

4 swatches: \$3.08

5 swatches: \$3.13

6 swatches: \$3.25

Cover strip label: \$2.00

Palette case: \$1.00

The estimated ship date for custom palette orders is 3 to 5 business days from the date order is received. Larger volume orders such as those with two or more client palettes may take more time. Please note that this ship date is an estimate only, and when there is a large influx of orders, it may take more time. USA orders are shipped via USPS Priority mail (3-5 business days), and International orders are shipped via USPS Global Express (10-14 business days).