



EXAMPLE STUDY CHECKLIST & ASSESSMENT QUESTIONS:
CERTIFICATE IN ORGANIC FORMULATIONS

Pace yourself! Set a due date of 2 weeks on each unit if studying 10-15hrs/wk or adjust accordingly	Tick when each time completed	Item/Unit
		Integrate Organic Principles
		Read 1 st Chapter – Integrate Organic Principles – <i>access dropbox Integrate Organic Principles folder to find the text so you can start studying straight away while you wait for your study materials to arrive!</i>
		Make sure you work through the Worked Example after Section 1.2.1 and complete Activity 1.1 and get the same answers as us. <i>If you are choosing a different Certifier to Cosmos please work through the relevant worked example and activity for that Certifier too.</i>
		Make sure you work through Activity 4.1 and get the same answers as us. <i>You will need to very confidently review flow charts to determine suitability and this is a good example.</i>
		Watch Integrate Organic Principles lectures and complete all lecture activities.
		Re-read text in relevant sections and ensure all text activities are completed; you may also choose to re-watch the lectures/videos at this point (optional)
		Complete all Section 1 questions of the Assessment.
<i>Only continue to the next unit once you have completed all items in order</i>		

Some Example Assessment Questions

1.5 Calculate the % organic composition of the following formulation. What basic changes could you make to achieve a higher organic content and ensure compliance with your chosen certifier?

Qty	Ingredient
To 100	Purified water
4.0	Organic glycerin
0.3	Xanthan gum
5.0	Organic macadamia oil
4.0	Caprylic/capric triglyceride
4.0	Emulgade PL68/50 (cetearyl alcohol and cetearyl glucoside; assume acceptance)
2.5	Stearic acid (vegetable derived; assume acceptance)
2.0	Organic jojoba oil
1.5	Beeswax (bleached)
1.0	Natural vitamin E
0.25	Sodium benzoate
0.25	Potassium sorbate



Pace yourself! Set a due date of 2 weeks on each unit if studying 10-15hrs/wk or adjust accordingly	Tick when each time completed	Item/Unit
		Select appropriate ingredients
		Read 2 nd Chapter – Select appropriate ingredients
		Watch Select Appropriate Ingredients Lecture and complete all lecture activities - <i>refer to dropbox for required raw material information sheets in the Select Appropriate Ingredients folder.</i>
		Re-read text in relevant sections and ensure all text activities are completed; you may also choose to re-watch the lectures at this point (optional)
		Complete all Section 2 questions of the Assessment
<i>Only continue to the next unit once you have completed all items in order</i>		

Some Example Assessment Questions

2.1 Identify the generally permitted processing methods used to prepare organic personal care ingredients.

2.4 How would you select appropriate ingredients in your organic personal care development to ensure:

- a. organic compliance requirements are met?
- b. suitable aesthetic and performance characteristics are met?
- c. stability of the finished product is enhanced?
- d. a point of difference can be marketed?

2.5 Complete the table below:

	Characteristics/type of product	Ingredient that would suit that type of product
Preservative	pH > 6.0	
Preservative	Product with fruity aroma	
Gum	O/w cream	
Gum	Gel	
Lipid	Face cream	
Lipid	Body butter	
Surfactant	Body lotion	
Surfactant	Body wash	
Fragrance/essential oil	High end face cream	



Pace yourself! Set a due date of 2 weeks on each unit if studying 10-15hrs/wk or adjust accordingly	Tick when each time completed	Item/Unit
		Apply organic principles to formulate organic personal care products
		Read 3 rd Chapter – Apply organic principles to formulate organic personal care products.
		Watch Apply Organic Principles lecture and complete all lecture activities.
		Re-read text in relevant sections and ensure all text activities are completed; you may also choose to re-watch the lecture at this point (optional)
		Complete all Section 3 questions of the Assessment (<i>questions start on the next page; note:</i> <ul style="list-style-type: none">• <i>for question 3.2 and 3.3 you must ONLY use what is provided in the Practical Activity kit and you must submit practical samples as requested along with formulation and method of manufacture paperwork.</i>• <i>for question 3.4 you can use any suitable materials in your answer; including those brochures found in dropbox in previous units).</i>
<p>Only submit your Assessment when ALL sections of ALL questions have been completed. Revisit the text, lectures, videos and dropbox to ensure you have answered all questions to the best of your ability.</p> <p>This also helps ensure the best quality of learning! Happy studying 😊</p>		

Some Example Assessment Questions

3.1 When developing an organic formula, what details do you need to obtain from your raw material supplier to determine the suitability of an ingredient for your chosen formulation?

3.2 Using only the raw materials provided in your practical activity packs, prepare a formula and method to suit your certifiers organic compliance for the following products (make sure you use the formula and method template provided):

- a face cleansing product – can be crème or foaming
- an o/w body lotion with medium viscosity

3.3 Prepare samples of your formulas and send in 2 small containers of each product for us to evaluate with your answer.



FORMULATION AND METHOD OF MANUFACTURE TEMPLATE

PHASE	ADDED %w/w	RAW MATERIALS (TRADE NAME &/OR INCI)	FUNCTION
Total	100% w/w		

METHOD

- 1.
- 2.
- 3.
- 4.
- 5.

Final pH required: