

LYDIA ACADEMY

PROFESSIONAL DOWNLOAD PACK

Reusable tools for practice, planning, documentation and professional growth.

COMPANION RESOURCES FOR

HOW TO BECOME A PROFESSIONAL PMU ARTIST

From Beginner to Your First Professional Clients

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START HERE

How to Use This Download Pack

These tools were created to help you turn the ideas in Book 01 into visible professional habits.

Print them, write on them, repeat them and return to them as your skills develop. They are not tests and they are not designed to make your progress look perfect. Their purpose is to help you practice with more structure, document honestly and make better professional decisions.

01 · REFLECT

Use the self-assessment to identify your current strengths, gaps and next priorities.

02 · PRACTICE

Use the trackers to turn repetition into visible evidence of progress.

03 · PREPARE

Use the model and photography checklists before real practice sessions.

04 · PLAN

Use the pricing and 90-day tools to connect skill development with career direction.

LYDIA ACADEMY PRINCIPLE

What you document, you can review. What you review, you can improve.

For educational use only.

These worksheets accompany *How to Become a Professional PMU Artist*. They do not replace supervised hands-on training, local legal requirements or professional medical advice.

TOOL 01

Career Self-Assessment

Evaluate readiness, mindset and professional development needs.

RATING SCALE

1 = Not true yet

2 = Rarely true

3 = Sometimes true

4 = Mostly true

5 = Strongly true

Motivation & Discipline

STATEMENT	1	2	3	4	5
I am genuinely interested in the work, not only the image of the work.	☐	☐	☐	☐	☐
I can commit to regular practice.	☐	☐	☐	☐	☐
I accept that progress takes time.	☐	☐	☐	☐	☐
I can stay consistent even when progress feels slow.	☐	☐	☐	☐	☐
I take feedback seriously.	☐	☐	☐	☐	☐
I enjoy improving small details.	☐	☐	☐	☐	☐
I understand that control matters more than speed.	☐	☐	☐	☐	☐
I can repeat tasks patiently.	☐	☐	☐	☐	☐
I notice inconsistency and want to correct it.	☐	☐	☐	☐	☐
I am willing to practice foundations before advanced work.	☐	☐	☐	☐	☐

TOOL 01 • CONTINUED

Career Self-Assessment

Client Care & Business Readiness

STATEMENT	1	2	3	4	5
I understand the importance of hygiene and safety.	☐	☐	☐	☐	☐
I value honest consultation.	☐	☐	☐	☐	☐
I can communicate calmly and clearly.	☐	☐	☐	☐	☐
I can manage expectations professionally.	☐	☐	☐	☐	☐
I respect consent and documentation.	☐	☐	☐	☐	☐
I am willing to learn pricing and business basics.	☐	☐	☐	☐	☐
I understand that income follows competence and trust.	☐	☐	☐	☐	☐
I am prepared to build a portfolio gradually.	☐	☐	☐	☐	☐
I can present myself professionally.	☐	☐	☐	☐	☐
I am ready to keep learning after training ends.	☐	☐	☐	☐	☐

Reflection

My greatest strength right now

My biggest weakness right now

The part of this career that
attracts me most

The skill I need to improve next

READ THE PATTERN

Mostly 4–5: strong alignment; continue structured development.

Mostly 3: interest is present, but foundations need strengthening.

Mostly 1–2: more reflection and preparation are needed before moving forward.

LYDIA'S PRO TIP

Career fit is not proven by excitement alone. It is proven by how well your mindset matches the daily demands of the profession.

TOOL 02

30-Day Practice Tracker

Build consistency, observe progress and turn repetition into measurable improvement.

Small daily practice creates visible control over time. Track what you practiced, what improved and what still needs attention.

NAME

START DATE

Primary Focus for This 30-Day Cycle

☐ Brows☐ Lips☐ Eyeliner☐ Machine control☐ Mapping☐ Stretching / hand stability☐ Photography / documentation☐ Other

My main objective for the next 30 days

The one habit I will protect every week

HOW TO USE THE TRACKER

Keep entries short and honest. The goal is not to write more; the goal is to make the pattern visible.

TOOL 02

Days 1–10

DAY / DATE	PRACTICE TIME	FOCUS	WHAT WENT WELL	NEEDS MORE CONTROL	SCORE 1–5
01 ____/ ____					
02 ____/ ____					
03 ____/ ____					
04 ____/ ____					
05 ____/ ____					
06 ____/ ____					
07 ____/ ____					
08 ____/ ____					
09 ____/ ____					
10 ____/ ____					

TOOL 02

Days 11–20

DAY / DATE	PRACTICE TIME	FOCUS	WHAT WENT WELL	NEEDS MORE CONTROL	SCORE 1–5
11 ____/ ____					
12 ____/ ____					
13 ____/ ____					
14 ____/ ____					
15 ____/ ____					
16 ____/ ____					
17 ____/ ____					
18 ____/ ____					
19 ____/ ____					
20 ____/ ____					

TOOL 02

Days 21–30

DAY / DATE	PRACTICE TIME	FOCUS	WHAT WENT WELL	NEEDS MORE CONTROL	SCORE 1–5
21 ____/ ____					
22 ____/ ____					
23 ____/ ____					
24 ____/ ____					
25 ____/ ____					
26 ____/ ____					
27 ____/ ____					
28 ____/ ____					
29 ____/ ____					
30 ____/ ____					

TOOL 02 · REVIEW

30-Day Review

Look for patterns before choosing the next goal.

STRONGEST IMPROVEMENT

MOST COMMON WEAKNESS

BEST PRACTICE METHOD FOR ME

WHAT I SHOULD STOP DOING

Weekly Reflection

WEEK 1	What became more controlled?	What still feels inconsistent?	Next week's focus:
WEEK 2	What became more controlled?	What still feels inconsistent?	Next week's focus:
WEEK 3	What became more controlled?	What still feels inconsistent?	Next week's focus:
WEEK 4	What became more controlled?	What still feels inconsistent?	Next week's focus:

My next 30-day focus

LYDIA'S PRO TIP

Consistency matters more than intensity. A short focused session repeated often is more valuable than occasional long sessions without structure.

TOOL 03

Model Preparation Checklist

A calm treatment starts before the model arrives.

Before Booking

- ☐ I clearly explained the purpose of the model session.
- ☐ I explained that results may vary based on learning stage.
- ☐ I confirmed the treatment area.
- ☐ I reviewed suitability / contraindications.
- ☐ I explained the expected duration.
- ☐ I discussed healing and follow-up.
- ☐ I explained aftercare responsibilities.
- ☐ I obtained informed agreement.

Appointment Confirmation

- Model name** _____
- Treatment** _____
- Date / time** _____
- Contact number** _____
- ☐ Reminder sent
- ☐ Pre-appointment instructions sent
- ☐ Photo / no-makeup instructions sent if relevant

PROFESSIONAL PRINCIPLE

A model is still a client experience. Preparation, consent, hygiene, communication and aftercare should never become casual because the treatment is part of training.

TOOL 03 • CONTINUED

Model Session Workflow

Prepare the Workspace

- ☐ Consent form ready
- ☐ Medical questionnaire ready
- ☐ Before photos planned
- ☐ Treatment station prepared
- ☐ Pigments / cartridges / disposables ready
- ☐ Bed and surfaces disinfected
- ☐ PPE ready
- ☐ Aftercare instructions ready

During Consultation

- ☐ Confirm expectations
- ☐ Confirm shape / color / style goal
- ☐ Review contraindications again
- ☐ Confirm pre-draw / plan if relevant
- ☐ Answer final questions
- ☐ Confirm consent before starting

After Treatment

- ☐ Take immediate documentation photos
- ☐ Explain healing expectations
- ☐ Provide aftercare instructions
- ☐ Confirm follow-up procedure
- ☐ Schedule review / touch-up if appropriate
- ☐ Record products and details used

Session Notes

LYDIA'S PRO TIP

Models are not just practice opportunities. Treat them like future ambassadors of your professionalism.

TOOL 04

Portfolio Photography Checklist

Strong portfolio images are evidence of your work.

Setup

- ☐ Clean background
- ☐ Consistent angle
- ☐ Consistent distance
- ☐ Natural or controlled lighting
- ☐ Camera lens clean
- ☐ No beauty filters
- ☐ No distortion effects
- ☐ Same framing for before and after

Before Photos

- ☐ Neutral expression
- ☐ Area clearly visible
- ☐ Sharp focus
- ☐ Correct exposure
- ☐ No shadows hiding important details
- ☐ Multiple angles taken if needed

After Photos

- ☐ Same angle as before
- ☐ Same lighting
- ☐ Same distance
- ☐ Same framing
- ☐ Area clearly visible
- ☐ No misleading editing
- ☐ Clearly label fresh result

Healed Result Photos

- ☐ Taken at appropriate healing stage
- ☐ Clearly labelled as healed
- ☐ Same angle and lighting where possible
- ☐ Skin texture preserved
- ☐ Pigment retention shown honestly

ETHICS RULE

Exposure and crop may be corrected. Lip shape, brow shape, eyeliner, pigment retention and skin texture must not be falsified.

TOOL 04 • CONTINUED

File Organization & Photo Log

File Organization

- ☐ Client / model name or code
- ☐ Date of treatment
- ☐ Area treated
- ☐ Fresh / healed label
- ☐ Folder organized
- ☐ Consent status confirmed

Common Mistakes to Avoid

- ☐ Inconsistent crop or angle
- ☐ Flattering but misleading angles
- ☐ Over-editing skin texture
- ☐ Changing lip / brow / liner color
- ☐ Failing to label fresh vs healed

Photo Log

Client / model

Area / treatment

Before photos taken

Fresh result photos taken

Healed follow-up planned

Notes

LYDIA'S PRO TIP

A portfolio should not only impress. It should also withstand honest comparison.

TOOL 05

Pricing Worksheet

Build pricing with logic, not guesswork.

Service Definition

Service name _____

Treatment time _____

Consultation time _____

Setup / cleanup time _____

Follow-up time _____

Direct Treatment Costs

Pigment _____

Cartridge / needle _____

Prep / numbing products _____

Gloves / disposables _____

Barrier materials _____

Aftercare product _____

Other _____

TOTAL DIRECT COST _____

REMEMBER

The visible product cost is only one part of a sustainable service price. Time, overhead, education, equipment and administration also matter.

TOOL 05 • CONTINUED

Build the Full Price

Indirect Business Costs

Rent / room allocation _____

Utilities _____

Marketing _____

Equipment wear _____

Education / training _____

Admin / booking time _____

Taxes / payment fees _____

TOTAL INDIRECT COST _____

Time Value

Total hours per service _____

Desired hourly value _____

TIME VALUE TOTAL _____

Final Calculation

Direct costs _____

Indirect costs _____

Time value _____

Minimum sustainable price _____

My chosen price _____

Positioning Check

☐ Matches my current skill level

☐ Reflects model / intro / regular stage

☐ Supports business sustainability

☐ I have a future price-increase plan

LYDIA'S PRO TIP

Low pricing may attract bookings, but unsustainable pricing damages confidence, quality and long-term business stability.

TOOL 06

90-Day Career Planner

Turn professional goals into practical weekly action.

A PMU career grows through structure, not wishful thinking. Use this planner to organize learning, model work, documentation and client-readiness.

NAME**START DATE****My main 90-day goal****Why this goal matters****What success will look like**

Current Readiness - Score 1 to 5

Technical skill 1 2 3 4 5

Consultation confidence 1 2 3 4 5

Portfolio quality 1 2 3 4 5

Pricing confidence 1 2 3 4 5

Hygiene & safety 1 2 3 4 5

Documentation 1 2 3 4 5

Client communication 1 2 3 4 5

Professional discipline 1 2 3 4 5

MONTH 1

Build Foundations

Main focus

Skills to practice

Number of sessions planned

Tools / resources needed

Main checkpoint

Weekly Priorities

WEEK 1 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 2 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 3 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 4 | Primary goal: | Practice: | Documentation: | Professional action:

MONTH-END CHECK

What improved? What still needs guided practice? What should change next month?

MONTH 2

Improve Consistency

Main focus

Skills to practice

Number of sessions planned

Tools / resources needed

Main checkpoint

Weekly Priorities

WEEK 1 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 2 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 3 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 4 | Primary goal: | Practice: | Documentation: | Professional action:

MONTH-END CHECK

What improved? What still needs guided practice? What should change next month?

MONTH 3

Prepare For Professional Readiness

Main focus**Skills to practice****Number of sessions planned****Tools / resources needed****Main checkpoint**

Weekly Priorities

WEEK 1	Primary goal:	Practice:	Documentation:	Professional action:
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WEEK 2	Primary goal:	Practice:	Documentation:	Professional action:
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WEEK 3	Primary goal:	Practice:	Documentation:	Professional action:
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WEEK 4	Primary goal:	Practice:	Documentation:	Professional action:
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MONTH-END CHECK

What improved? What still needs guided practice? What should change next month?

REUSABLE PAGE

Weekly Action Planner

WEEK NUMBER

DATE RANGE

Main goal

Practice sessions planned

Model / surface work

Portfolio action

Client communication action

One professional habit to build

End-of-Week Review

What moved forward

What slowed me down

My next responsible step

FINAL REVIEW

90-Day Review

Use evidence, not mood, to decide what comes next.

What improved most

What still needs guided practice

Am I Ready For the Next Stage?

☐ More models

☐ Portfolio building

☐ First paid clients

☐ More education / mentoring

☐ Pricing update

☐ A new 90-day cycle

The strongest evidence of my progress

The biggest risk if I rush

My next 90-day target

LYDIA'S PRO TIP

A career becomes realistic when goals are tied to dates, actions and evidence of progress.

KEEP GOING

Your Next Step Is the One You Can Repeat

Professional growth rarely comes from one dramatic decision. It comes from small actions repeated with intention.

Use these tools to make your progress visible. Review your notes. Compare your work honestly. Adjust your habits when needed. And continue building the level of competence that deserves client trust.

Your goal is not to appear professional before you are ready.

Your goal is to become professional through what you repeatedly do.

LEARN · PRACTICE · DOCUMENT · REVIEW · GROW

LYDIA ACADEMY

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