



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Design Production Process Tracing Training

Culture and Arts / Visual Arts

Unit Standard 115160 · NQF Level 6 · 8 Credits · 5 Days

COURSE OVERVIEW

This course equips learners with the skills to trace and document the design production process systematically. Participants will learn to apply industry-standard methods for tracking design iterations, managing revisions, and ensuring quality control throughout the production lifecycle. The training enables effective communication and coordination among design, production, and quality assurance teams.

Category	Culture and Arts
Subfield	Visual Arts
Unit Standard	115160
Accreditation	SAQA Accredited · NQF Level 6 · 8 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply systematic methods to trace the design production process from concept to final output.
- Analyze design production workflows to identify bottlenecks and areas for improvement.
- Evaluate the effectiveness of current tracing procedures and recommend enhancements.
- Implement documentation and tracking systems to record design changes and production stages.
- Demonstrate the ability to produce accurate traceability reports for audit and quality purposes.
- Design a production process tracing plan that aligns with organisational quality standards.

WHO SHOULD ATTEND

- This course is for design coordinators, production planners, quality assurance personnel, and anyone involved in managing or overseeing design-to-production workflows in manufacturing, engineering, or creative industries.

COURSE OUTLINE

Day 1: Foundational Concepts of Production Process Tracing

- Introduction to production process tracing
- Overview of production lifecycle and stages
- Key terminology: traceability, batch, lot, serial number
- Importance of documentation and records
- Link between process tracing and quality management systems

Day 2: Process Mapping and Data Collection Techniques

- Process mapping symbols and standards
- Creating flowcharts for production processes
- Data collection tools: checklists, logs, digital systems
- Identifying critical control points
- Practical exercise: mapping a simple production process

Day 3: Traceability Systems and Technologies

- Overview of traceability systems
- Barcoding and RFID technology basics
- QR codes and data matrix codes
- Selecting appropriate technology for industry
- Regulatory compliance: SAQA and industry standards
- Case study: traceability in a manufacturing setting

Day 4: Implementing and Monitoring Production Process Tracing

- Steps to implement a traceability plan
- Simulation: setting up tracing for a product run
- Monitoring techniques: spot checks, trend analysis
- Troubleshooting common traceability problems
- Internal audit procedures for traceability
- Corrective actions and preventive measures

Day 5: Continuous Improvement and Integration

- Using traceability data for root cause analysis
- Continuous improvement methodologies (PDCA, Six Sigma)
- Integrating tracing with ISO 9001 and other standards
- Reporting and presenting traceability insights
- Final project: design a tracing system for a new product
- Course review and assessment

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **8 NQF credits** at **NQF Level 6**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 25,300.00	R 25,300.00
1	In-House	R 32,900.00	R 32,900.00
1	On-Campus (Pretoria)	R 38,000.00	R 38,000.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	14 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Abu Dhabi, UAE
10 Aug 2026	14 Aug 2026	On-Campus	Pretoria, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Dubai, UAE
10 Aug 2026	14 Aug 2026	On-Campus	Cape Town, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Mauritius
17 Aug 2026	21 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	21 Aug 2026	On-Campus	Pretoria, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

- 1. Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 115160) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
- 2. Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
- 3. Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
- 4. Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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