



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

Graphical User Interface Presentation Software Design Skills Training

Physical, Mathematical, Computer and Life Sciences / Information Technology and Computer Sciences

Unit Standard 116930 · NQF Level 3 · 5 Credits · 2 Days

COURSE OVERVIEW

This course equips learners with the skills to design, create, and manage professional graphical user interface (GUI) presentations using presentation software. It focuses on applying design principles to produce effective slides for business, training, or reporting purposes, ensuring clear communication and visual appeal.

Category	Physical, Mathematical, Computer and Life Sciences
Subfield	Information Technology and Computer Sciences
Unit Standard	116930
Accreditation	SAQA Accredited · NQF Level 3 · 5 Credits
Duration	2 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply GUI design principles to create visually consistent and accessible presentations.
- Design slide layouts incorporating text, images, charts, and multimedia elements.
- Implement animations, transitions, and interactive features to enhance audience engagement.
- Evaluate presentation effectiveness against usability and design standards.
- Demonstrate the ability to customise templates and master slides for branding consistency.
- Analyse audience needs to tailor presentation content and delivery style.

WHO SHOULD ATTEND

- This course is intended for professionals, administrators, trainers, and anyone who needs to create impactful presentations for meetings, workshops, or client engagements.

COURSE OUTLINE

Day 1: Foundations of GUI Presentation Software

- Introduction to GUI presentation software and its applications.
- Interface navigation: ribbons, panes, and views.
- Creating a new presentation: templates, themes, and blank slides.
- Adding and formatting text: fonts, colours, and alignment.
- Inserting and formatting images, shapes, and SmartArt.
- Working with slide layouts and master slides.
- Saving, opening, and organising files.
- Best practices for slide design and readability.

Day 2: Advanced Features and Presentation Delivery

- Adding and customising animations and transitions.
- Inserting audio and video clips.
- Creating and formatting charts and tables.
- Using hyperlinks and action buttons for non-linear presentations.
- Design principles: contrast, alignment, repetition, proximity.
- Accessibility considerations: alt text, colour contrast, and font choices.
- Using speaker notes, rehearsal timing, and presenter view.
- Exporting and sharing presentations in various formats.

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 **5 NQF credits** at **NQF Level 3**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 15,400.00	R 15,400.00
1	In-House	R 20,000.00	R 20,000.00
1	On-Campus (Pretoria)	R 23,100.00	R 23,100.00

UPCOMING SESSIONS

Start	End	Method	Venue
04 Aug 2026	05 Aug 2026	On-Campus	Dubai, UAE
04 Aug 2026	05 Aug 2026	On-Campus	Mauritius
04 Aug 2026	05 Aug 2026	On-Campus	Lagos, Nigeria
06 Aug 2026	07 Aug 2026	On-Campus	Pretoria, South Africa
06 Aug 2026	07 Aug 2026	On-Campus	Cape Town, South Africa
06 Aug 2026	07 Aug 2026	On-Campus	Johannesburg, South Africa
10 Aug 2026	11 Aug 2026	On-Campus	Cape Town, South Africa
10 Aug 2026	11 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 116930) 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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