



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

Facilitating For Blind And Partially Sighted Persons In Controlled Environments Training

Education, Training and Development / Adult Learning

Unit Standard 117095 · NQF Level 4 · 15 Credits · 12 Days

COURSE OVERVIEW

This course equips facilitators with the specialised skills and knowledge required to effectively train and support blind and partially sighted persons in controlled environments, such as training rooms or workshops. It focuses on inclusive facilitation techniques, communication strategies, and environmental adaptations to ensure equal access to learning. Participants will learn to create a supportive atmosphere that promotes independence and confidence among visually impaired learners.

Category	Education, Training and Development
Subfield	Adult Learning
Unit Standard	117095
Accreditation	SAQA Accredited · NQF Level 4 · 15 Credits
Duration	12 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Demonstrate effective communication techniques when facilitating for blind and partially sighted persons.
- Apply appropriate environmental adaptations to ensure a safe and accessible learning space.
- Implement inclusive facilitation methods that promote active participation and independence.
- Evaluate the specific needs of visually impaired learners and adjust facilitation strategies accordingly.
- Design training materials and activities that are accessible to blind and partially sighted persons.

WHO SHOULD ATTEND

- This course is designed for trainers, educators, and facilitators who work or intend to work with blind and partially sighted individuals in controlled training settings.
- It is also suitable for disability inclusion officers and HR professionals seeking to enhance accessibility in corporate training environments.

COURSE OUTLINE

Day 1: Understanding Visual Impairment and the Training Context

- Categories of visual impairment: blind, partially sighted, low vision
- Common causes of visual impairment in South Africa
- Barriers to learning for blind and partially sighted persons
- Overview of the SAQA unit standard 117095
- Principles of a controlled training environment

Day 2: Communication Strategies and Assistive Technologies

- Verbal communication: clarity, tone, and descriptive language
- Non-verbal cues and their adaptation
- Overview of assistive technologies: JAWS, NVDA, ZoomText, Braille displays
- Converting documents to accessible formats
- Hands-on practice with assistive tools

Day 3: Orientation and Mobility in the Training Environment

- Sighted guide technique: proper positioning and communication
- Environmental modifications: lighting, contrast, tactile markers
- Hazard identification and mitigation
- Creating orientation maps and verbal descriptions
- Practical exercise: navigating the training room

Day 4: Inclusive Instructional Design and Lesson Planning

- Universal Design for Learning framework
- Adapting teaching methods: lectures, demonstrations, group work
- Creating tactile diagrams and models
- Accessible assessment: oral, practical, and alternative formats
- Lesson plan template for inclusive training

Day 5: Facilitation Techniques for Blind and Partially Sighted Learners

- Facilitation styles and their adaptation
- Encouraging participation: round-robin, paired activities
- Verbal cueing and prompting strategies
- Feedback techniques: specific, descriptive, and timely
- Role-play: facilitating a group activity

Day 6: Braille Literacy and Tactile Learning

- Braille code: Grade 1 and Grade 2
- Braille writing equipment: slate and stylus, Perkins Brailler, embossers
- Creating tactile graphics: raised lines, textures, and labels
- Large print guidelines: font size, contrast, spacing
- Practical session: producing a Braille handout

Day 7: Auditory Learning and Audio Resources

- Principles of audio description for images and videos
- Recording techniques: clarity, pace, and tone
- Audio editing basics: Audacity or similar software
- Creating podcasts and audio notes

- Accessibility standards for audio content

Day 8: Assessment and Evaluation Methods

- Types of assessment: oral, practical, portfolio, and observation
- Adapting multiple-choice and written tests
- Use of scribes, readers, and extended time
- Assessment rubrics for non-visual tasks
- Practical: administering an accessible assessment

Day 9: Psychosocial Support and Learner Empowerment

- Common psychosocial issues: isolation, dependency, stigma
- Building rapport and trust with learners
- Encouraging self-advocacy and peer support
- Referral pathways: social workers, counsellors, organisations
- Case study: supporting a learner with adjustment difficulties

Day 10: Technology Integration and Digital Accessibility

- Accessibility checkers: Word, PowerPoint, PDF
- Screen reader compatibility with LMS (Moodle, Blackboard)
- Creating accessible tables, charts, and forms
- Troubleshooting: alt text, headings, link descriptions
- Hands-on: auditing a digital resource for accessibility

Day 11: Practical Facilitation in a Controlled Environment

- Preparation: lesson plan, materials, environment setup
- Peer teaching sessions (15-20 minutes each)
- Observation and feedback using a structured checklist
- Self-reflection and action planning
- Group debrief and discussion

Day 12: Integration, Evaluation, and Certification

- Creating a facilitation toolkit: resources, checklists, templates
- Evaluation methods: learner feedback, observation, outcomes
- Continuous professional development in inclusive training
- Overview of the unit standard assessment process
- Final Q&A; and course wrap-up

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 **15 NQF credits** at **NQF Level 4**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 41,000.00	R 41,000.00
1	In-House	R 53,300.00	R 53,300.00
1	On-Campus (Pretoria)	R 61,500.00	R 61,500.00

UPCOMING SESSIONS

Start	End	Method	Venue
03 Aug 2026	18 Aug 2026	On-Campus	Mauritius
04 Aug 2026	19 Aug 2026	On-Campus	Cape Town, South Africa
05 Aug 2026	20 Aug 2026	On-Campus	Dubai, UAE
06 Aug 2026	21 Aug 2026	On-Campus	Pretoria, South Africa
06 Aug 2026	21 Aug 2026	On-Campus	Lagos, Nigeria
07 Aug 2026	24 Aug 2026	On-Campus	Johannesburg, South Africa
10 Aug 2026	25 Aug 2026	On-Campus	Cape Town, South Africa
11 Aug 2026	26 Aug 2026	On-Campus	Dubai, UAE

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 117095) 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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