



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 Implementation And Review Process Training

Culture and Arts / Visual Arts

Unit Standard 117512 · NQF Level 4 · 15 Credits · 12 Days

COURSE OVERVIEW

This course equips learners with the skills to design, implement, and review processes within a work environment. It focuses on systematic planning, execution, and evaluation to ensure continuous improvement and alignment with organisational goals.

Category	Culture and Arts
Subfield	Visual Arts
Unit Standard	117512
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

- Analyse existing processes to identify areas for improvement.
- Design a new or revised process based on identified needs.
- Implement the designed process using a structured plan.
- Monitor and evaluate the implemented process against performance criteria.
- Review and adjust the process based on feedback and results.
- Demonstrate effective communication and documentation throughout the process lifecycle.

WHO SHOULD ATTEND

- This course is ideal for team leaders, supervisors, project coordinators, and anyone responsible for developing or improving workflows and processes in their organisation.

COURSE OUTLINE

Day 1: Introduction to Design Implementation and Review

- Overview of design implementation and review.
- The design lifecycle: from concept to completion.
- Stakeholder identification and engagement.
- Alignment with organisational goals and strategy.
- Introduction to SAQA and unit standard 117512.
- Quality assurance principles in design.
- Ethical considerations in design.
- Course structure and expectations.

Day 2: Foundational Design Principles and Frameworks

- Core design principles: balance, contrast, hierarchy, etc.
- Design frameworks: Agile, Waterfall, Design Thinking.
- User-centred design (UCD) fundamentals.
- Design thinking stages: empathise, define, ideate, prototype, test.
- Case studies of successful design frameworks.
- Practical exercise: applying design thinking to a scenario.
- Tools for design collaboration.
- Reflection on framework selection criteria.

Day 3: Needs Analysis and Requirements Gathering

- Importance of needs analysis in design.
- Techniques: interviews, surveys, observation, workshops.
- Documenting requirements: user stories, use cases, specifications.
- Functional vs. non-functional requirements.
- Prioritisation techniques: MoSCoW, Kano model.
- Stakeholder analysis and management.
- Practical exercise: conducting a mock needs analysis.
- Validation and sign-off processes.

Day 4: Design Conceptualisation and Prototyping

- Brainstorming and ideation techniques.
- Sketching and wireframing.
- Low-fidelity prototypes: paper, digital wireframes.
- High-fidelity prototypes: interactive mockups.
- Prototyping tools: Figma, Sketch, Adobe XD.
- Iterative design and feedback loops.
- Practical workshop: prototyping a solution.
- Presenting prototypes to stakeholders.

Day 5: Design Review and Quality Assurance

- Types of design reviews: peer, expert, stakeholder.
- Review criteria: usability, accessibility, consistency.
- Conducting a design review meeting.
- Documenting findings and action items.
- Quality assurance metrics for design.

- Tools for design review and collaboration.
- Role-playing: giving and receiving feedback.
- Continuous improvement cycle.

Day 6: Implementation Planning and Resource Management

- Implementation planning fundamentals.
- Work breakdown structure (WBS).
- Resource allocation: human, financial, technical.
- Risk assessment and management.
- Timeline development: Gantt charts, critical path.
- Budgeting for design implementation.
- Communication plan for implementation.
- Practical exercise: creating an implementation plan.

Day 7: Execution of Design Implementation

- Execution strategies and best practices.
- Team coordination and communication.
- Progress tracking: status reports, dashboards.
- Change management during implementation.
- Handling scope creep.
- Practical simulation: implementing a design.
- Documentation of implementation process.
- Lessons learned capture.

Day 8: Testing and Validation of Implemented Design

- Testing types: unit, integration, user acceptance.
- Usability testing methods.
- Creating test cases and scripts.
- Test execution and defect tracking.
- Validation against requirements.
- Tools for testing and validation.
- Practical exercise: conducting a usability test.
- Reporting test outcomes.

Day 9: Review and Evaluation of Design Outcomes

- Post-implementation review (PIR) process.
- KPIs for design success: user satisfaction, performance.
- Data collection methods: surveys, analytics.
- Comparative analysis with baseline.
- Root cause analysis for issues.
- Documenting lessons learned.
- Practical exercise: conducting a PIR.
- Reporting to stakeholders.

Day 10: Continuous Improvement and Iterative Design

- Continuous improvement models: PDCA, Kaizen.
- Iterative design cycles and agile retrospectives.
- Feedback integration from users and stakeholders.

- Prioritising improvements based on impact.
- Version control and release management.
- Practical exercise: planning an iteration.
- Tools for continuous improvement.
- Building a culture of improvement.

Day 11: Advanced Topics and Emerging Trends

- Design for accessibility and inclusivity.
- Emerging technologies: AI, VR, AR in design.
- Data-driven design and analytics.
- Design systems and component libraries.
- Ethical design and data privacy.
- Sustainability in design.
- Case studies of innovative design.
- Future trends in design implementation.

Day 12: Integration, Assessment, and Course Wrap-Up

- Final project: design implementation and review plan.
- Presentation and peer feedback.
- Summative assessment: written and practical.
- Portfolio of evidence compilation.
- Reflection on learning outcomes.
- Action plan for workplace application.
- Course evaluation and feedback.
- Certification and next steps.

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 117512) 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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