



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

Exhibition Stand Installation And Dismantling Techniques Training

Culture and Arts / Visual Arts

Unit Standard 117514 · NQF Level 5 · 6 Credits · 3 Days

COURSE OVERVIEW

This course equips learners with the practical skills and theoretical knowledge required to safely and efficiently install and dismantle exhibition stands. Participants will learn to interpret technical specifications, apply appropriate tools and techniques, and adhere to health and safety regulations, ensuring professional execution in exhibition environments.

Category	Culture and Arts
Subfield	Visual Arts
Unit Standard	117514
Accreditation	SAQA Accredited · NQF Level 5 · 6 Credits
Duration	3 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Interpret exhibition stand plans and specifications to determine installation requirements.
- Apply safe working practices and use personal protective equipment during stand installation and dismantling.
- Demonstrate correct techniques for assembling structural components, including frames, panels, and fittings.
- Implement dismantling procedures to efficiently and safely remove stands without damage.
- Inspect and report on the condition of stand components and equipment after dismantling.
- Comply with relevant health, safety, and environmental regulations throughout the process.

WHO SHOULD ATTEND

- This training is designed for event setup crew, exhibition stand builders, and technicians responsible for the assembly and disassembly of exhibition stands and displays.

COURSE OUTLINE

Day 1: Foundations of Exhibition Stand Installation and Safety

- Introduction to exhibition industry standards and SAQA unit standard 117514.
- Health and safety legislation (OHS Act) and site-specific safety protocols.
- Types of exhibition stands: modular, custom-built, and system-based.
- Reading and interpreting floor plans, elevation drawings, and load specifications.
- Selection and use of hand tools, power tools, and lifting equipment.
- Personal protective equipment (PPE) requirements and inspection.
- Basic assembly techniques: joining, leveling, and securing panels.
- Risk assessment and hazard identification during installation.

Day 2: Advanced Assembly, Electrical Integration, and Branding

- Advanced structural assembly: trusses, beams, and suspended elements.
- Electrical safety: power distribution, cable management, and earth bonding.
- Lighting installation: spotlights, LED panels, and effects.
- Graphics and signage: vinyl application, banner hanging, and digital screens.
- Material handling: forklift operation basics and manual handling techniques.
- On-site coordination with event organizers and contractors.
- Quality control checks: alignment, stability, and finish standards.
- Problem-solving: dealing with uneven floors, limited access, and time constraints.

Day 3: Dismantling, Storage, and Practical Assessment

- Systematic dismantling procedures: reverse of installation sequence.
- Safe handling of dismantled components: disassembly, stacking, and labeling.
- Electrical decommissioning: disconnecting power and removing fixtures.
- Waste management: recycling, disposal, and environmental compliance.
- Packing and crating for transport: protective wrapping and load securing.
- Inventory management: checking components against packing lists.
- Post-event inspection: identifying damage and reporting.
- Practical assessment: full installation and dismantling cycle with observation.

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 **6 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 18,800.00	R 18,800.00
1	In-House	R 24,500.00	R 24,500.00
1	On-Campus (Pretoria)	R 28,100.00	R 28,100.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	12 Aug 2026	On-Campus	Pretoria, South Africa
10 Aug 2026	12 Aug 2026	On-Campus	Mauritius
11 Aug 2026	13 Aug 2026	On-Campus	Abu Dhabi, UAE
11 Aug 2026	13 Aug 2026	On-Campus	Cape Town, South Africa
12 Aug 2026	14 Aug 2026	On-Campus	Durban, South Africa
12 Aug 2026	14 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	19 Aug 2026	On-Campus	Harare, Zimbabwe
17 Aug 2026	19 Aug 2026	On-Campus	Abu Dhabi, 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 117514) 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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