



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

Demonstrate Techniques For Gathering And Presenting Fieldwork Data Training

Human and Social Studies / General Social Science

Unit Standard 119894 · NQF Level 3 · 3 Credits · 1 Day

COURSE OVERVIEW

This course equips learners with the skills to systematically gather fieldwork data using appropriate techniques and tools, and to present findings in a clear, structured format. It covers planning, data collection methods, ethical considerations, and reporting for effective decision-making in a professional context.

Category	Human and Social Studies
Subfield	General Social Science
Unit Standard	119894
Accreditation	SAQA Accredited · NQF Level 3 · 3 Credits
Duration	1 day
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Demonstrate the ability to plan and prepare for fieldwork data collection by identifying objectives, selecting appropriate methods, and obtaining necessary permissions.
- Apply ethical principles and protocols when gathering data from human or environmental sources, ensuring confidentiality and informed consent.
- Implement various data collection techniques, including surveys, interviews, observations, and focus groups, while ensuring accuracy and reliability.
- Analyze and organize collected data using appropriate tools and techniques, identifying patterns and key findings.
- Present fieldwork data effectively through written reports, visual aids, and oral presentations tailored to the audience.
- Evaluate the effectiveness of the data gathering and presentation process, identifying areas for improvement.

WHO SHOULD ATTEND

- This course is designed for fieldworkers, research assistants, data collectors, and professionals involved in gathering and presenting data from fieldwork activities in sectors such as community development, environmental studies, market research, and social sciences.

COURSE OUTLINE

Day 1: Fundamentals of Fieldwork Data Gathering and Presentation

- Introduction to fieldwork data gathering: types of data, sources, and ethical considerations.
- Planning data collection: selecting tools (e.g., surveys, interviews, observations) and sampling strategies.
- Data recording techniques: field notes, checklists, digital recording, and ensuring accuracy.
- Data verification and quality control: cross-checking, validation, and handling discrepancies.
- Presenting fieldwork data: tables, graphs, maps, and narrative summaries.
- Practical exercise: simulate a field data collection scenario and present findings.
- Review of unit standard requirements and assessment criteria.

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

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 9,400.00	R 9,400.00
1	In-House	R 12,200.00	R 12,200.00
1	On-Campus (Pretoria)	R 14,100.00	R 14,100.00

UPCOMING SESSIONS

Start	End	Method	Venue
21 Aug 2026	21 Aug 2026	On-Campus	Pretoria, South Africa
24 Aug 2026	24 Aug 2026	On-Campus	Durban, South Africa
25 Aug 2026	25 Aug 2026	On-Campus	Shenzhen, China
26 Aug 2026	26 Aug 2026	On-Campus	Harare, Zimbabwe
27 Aug 2026	27 Aug 2026	On-Campus	Bangkok, Thailand
28 Aug 2026	28 Aug 2026	On-Campus	Victoria Falls, Zimbabwe
28 Aug 2026	28 Aug 2026	On-Campus	Abu Dhabi, UAE
31 Aug 2026	31 Aug 2026	On-Campus	Shenzhen, China

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 119894) 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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