



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

Applied Algebraic Processes for Workplace

Physical, Mathematical, Computer and Life Sciences / Mathematical Sciences

Unit Standard 243829 · NQF Level 4 · 4 Credits · 1 Day

COURSE OVERVIEW

This course equips learners with the ability to apply algebraic processes to solve workplace problems, interpret numerical data, and make informed decisions. It focuses on developing practical algebraic skills relevant to financial calculations, resource allocation, and data analysis in a business context.

Category	Physical, Mathematical, Computer and Life Sciences
Subfield	Mathematical Sciences
Unit Standard	243829
Accreditation	SAQA Accredited · NQF Level 4 · 4 Credits
Duration	1 day
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply algebraic expressions and equations to model and solve workplace problems.
- Analyze numerical data using algebraic methods to identify trends and patterns.
- Evaluate the reasonableness of solutions derived from algebraic processes.
- Demonstrate the use of algebraic formulas in calculating costs, profits, and resource requirements.
- Implement algebraic techniques to interpret and present data graphically.
- Solve linear equations and inequalities relevant to workplace scenarios.

WHO SHOULD ATTEND

- This course is designed for administrative staff, junior managers, and technicians who need to use algebraic techniques in their daily work, such as budgeting, inventory management, or performance analysis.

COURSE OUTLINE

Day 1: Algebraic Foundations for the Workplace

- Review of basic algebraic concepts: variables, constants, coefficients.
- Operations with algebraic expressions: addition, subtraction, multiplication, division.
- Solving linear equations and inequalities.
- Formula manipulation: transposition and evaluation.
- Application of algebra in workplace scenarios (e.g., calculating material lengths, mixing ratios, time estimates).
- Using spreadsheets for algebraic calculations.
- Common algebraic errors and how to avoid them.
- Practice problems with workplace examples.

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

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

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 243829) 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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