



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

Basic Research Methodology and Ethics

Law, Military Science and Security / Safety in Society

Unit Standard 255762 · NQF Level 4 · 8 Credits · 5 Days

COURSE OVERVIEW

This course equips learners with foundational skills to design and conduct basic research projects ethically and systematically. It covers the research process, data collection methods, and ethical principles to ensure integrity in research. Participants will learn to apply research methodology in practical, real-world settings.

Category	Law, Military Science and Security
Subfield	Safety in Society
Unit Standard	255762
Accreditation	SAQA Accredited · NQF Level 4 · 8 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply the basic research process, including problem identification, literature review, and research design.
- Demonstrate understanding of ethical principles in research, including informed consent and confidentiality.
- Select and justify appropriate data collection methods for a given research question.
- Analyze and interpret basic qualitative and quantitative data.
- Present research findings in a clear, structured report.
- Evaluate research proposals for ethical compliance and methodological soundness.

WHO SHOULD ATTEND

- This course is ideal for beginners in research, including students, junior researchers, and professionals who need to conduct small-scale studies as part of their work or academic requirements.

COURSE OUTLINE

Day 1: Introduction to Research and the Research Process

- What is research? Characteristics and purposes.
- Types of research: basic, applied, quantitative, qualitative.
- Overview of the research process: problem identification, literature review, methodology, data collection, analysis, reporting.
- Selecting a research topic and formulating research questions.
- Introduction to research ethics: principles and historical context.
- Overview of ethical guidelines and institutional review boards (IRBs).

Day 2: Research Design and Methodology

- Quantitative designs: experimental, quasi-experimental, surveys.
- Qualitative designs: case studies, interviews, focus groups, ethnography.
- Mixed methods: combining approaches.
- Data collection methods: questionnaires, interviews, observations, document analysis.
- Sampling: probability and non-probability sampling.
- Validity, reliability, and trustworthiness.
- Ethical issues in research design: informed consent, confidentiality, minimising harm.

Day 3: Data Collection and Management

- Designing questionnaires and interview guides.
- Piloting instruments and making revisions.
- Data collection procedures: online vs. face-to-face.
- Data management: storage, anonymisation, backup.
- Ensuring data quality: accuracy, completeness, consistency.
- Ethical data collection: voluntary participation, avoiding coercion.
- Handling sensitive data and vulnerable populations.

Day 4: Data Analysis and Interpretation

- Quantitative analysis: descriptive statistics (mean, median, mode, standard deviation).
- Introduction to inferential statistics: t-tests, chi-square.
- Qualitative analysis: thematic analysis, coding.
- Using software for analysis: Excel basics, NVivo overview.
- Interpreting results: drawing conclusions, limitations.
- Ethical analysis: avoiding data manipulation, reporting honestly.
- Presenting data: tables, charts, graphs.

Day 5: Research Ethics, Reporting, and Integration

- Comprehensive ethics review: informed consent, privacy, conflict of interest.
- Research misconduct: fabrication, falsification, plagiarism.
- Writing a research report: abstract, introduction, methods, results, discussion, references.
- Citing sources and avoiding plagiarism.
- The peer review process and publication ethics.
- Developing a research proposal with ethics section.
- The impact of research on communities and stakeholders.

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

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 23,000.00	R 23,000.00
1	In-House	R 29,900.00	R 29,900.00
1	On-Campus (Pretoria)	R 34,500.00	R 34,500.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	14 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Abu Dhabi, UAE
10 Aug 2026	14 Aug 2026	On-Campus	Pretoria, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Dubai, UAE
10 Aug 2026	14 Aug 2026	On-Campus	Cape Town, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Mauritius
17 Aug 2026	21 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	21 Aug 2026	On-Campus	Pretoria, South Africa

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 255762) 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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