

**Overview**

This standard is about presenting design solutions to clients in a way that they can understand and discussing and agreeing any amendments to be made. It may occur many times and at various stages through the design process. Clients may be individuals, organisations or departments either inside or outside the organisation for whom you are working.

## Performance criteria

*You must be able to:*

1. identify key ideas in designs and appropriate ways to present them
2. produce visuals that clearly demonstrate how designs meet the strength, aesthetics, cost and other relevant requirements of the brief
3. research and prepare supporting information needed to communicate design features and realisation options in a clear and accurate way
4. prepare visuals and supporting information in appropriate formats for clients and within the limits of time and budget
5. present design options by using suitable visuals and providing additional information where requested
6. encourage clients and others involved to seek clarification and make comments and suggestions at appropriate stages
7. maintain a positive attitude when confronted by changing requirements and discuss viable alternatives
8. check clients understand the implications of any amendments
9. keep accurate records of the results meetings and any agreed amendments or variations

## Knowledge and understanding

*You need to know and understand:*

1. details of design briefs and design objectives
2. how to prepare and present visual interpretations of designs by computer or by hand to professional standards
3. how drawings, diagrams, collages or collections of samples are used to illustrate finish and materials
4. procedures to prepare and present written material in support of designs
5. how to communicate design proposals visually and in writing to customers
6. how to use design and presentation media, techniques and technology
7. how designs and design products are used
8. how final designs are realised, produced, installed or replicated
9. how to prepare and present written material in support of designs
10. procedures to use presentation techniques to communicate design options visually, in writing and orally to customers
11. how to present arguments in support of design options
12. presentation context, roles and responsibilities
13. benefits and disadvantages of available presentation formats
14. recording techniques and why it is important that records are kept
15. communication methods and how to use them effectively to reach agreement

Consult on and present designs

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**Developed by** NSAFD

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**Originating Organisation** Proskills

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**Original URN** PROFD5

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**Relevant Occupations** Furniture Makers and Other Craft Woodworkers

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**Suite** Fitted Furniture Installation

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**Keywords** Fitted; furniture; consult; present; designs

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