

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

Performance criteria

You must be able to:

1. identify key ideas in designs and appropriate ways to present them

1. produce visuals that clearly demonstrate how designs meet the strength, aesthetics, cost and other relevant requirements of the brief

1. research and prepare supporting information needed to communicate design features and realisation options in a clear and accurate way

1. prepare visuals and supporting information in appropriate formats for clients and within the limits of time and budget

1. present design options by using suitable visuals and providing additional information where requested

1. encourage clients and others involved to seek clarification and make comments and suggestions at appropriate stages

1. maintain a positive attitude when confronted by changing requirements and discuss viable alternatives

1. check clients understand the implications of any amendments
2. 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
 1. how drawings, diagrams, collages or collections of samples are used to illustrate finish and materials
1. procedures to prepare and present written material in support of designs
 1. how to communicate design proposals visually and in writing to customers
1. how to use design and presentation media, techniques and technology
 1. how designs and design products are used
 2. how final designs are realised, produced, installed or replicated
 3. how to prepare and present written material in support of designs
 4. procedures to use presentation techniques to communicate design options visually, in writing and orally to customers
1. how to present arguments in support of design options
2. presentation context, roles and responsibilities
3. benefits and disadvantages of available presentation formats
4. recording techniques and why it is important that records are kept
5. communication methods and how to use them effectively to reach agreement

PROFD5



Consult on and present designs

Developed by	Proskills
Version Number	2
Date Approved	01 Jan 2019
Indicative Review Date	01 Jan 2023
Validity	Current
Status	Original
Originating Organisation	Proskills
Original URN	profd5
Relevant Occupations	Furniture Makers and Other Craft Woodworkers
Suite	Fitted Furniture Installation
Keywords	Fitted; Furniture; Consult; Present; Designs
