



Australian Government

BSBDES201 Follow a design process

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to follow a design process at a basic level, incorporating an element of problem solving to identify and resolve challenges that may hinder the process.

It applies to individuals who work under direct supervision and respond to specific issues or changes which may relate to product and service requirements.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Design – Design Process

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1 Clarify the challenge	1.1 Confirm the nature and scope of the challenge with stakeholders 1.2 Agree on specific objectives with stakeholders 1.3 Identify constraints that may impact the design process 1.4 Identify and source relevant supporting information and assistance
2 Explore different ideas	2.1 Generate a range of ideas to respond to the challenge

ELEMENT	PERFORMANCE CRITERIA
and solutions	2.2 Explore different options and ideas for meeting objectives 2.3 Involve others in the process of developing ideas and solutions
3 Select and present a solution	3.1 Reflect on different ideas and feedback, and select a preferred solution 3.2 Summarise the key ideas in the solution and present to stakeholders in appropriate format 3.3 Obtain any required approvals to take the solution to the next stage
4 Implement solution	4.1 Schedule key tasks and organise resources to support implementation 4.2 Carry out testing, prototyping or trialling of the proposed solution 4.3 Maintain any required documentation 4.4 Identify problems and seek advice and guidance from others
5 Evaluate solution	5.1 Check success of the solution based on original objectives 5.2 Seek feedback from appropriate stakeholders 5.3 Review both the solution and the process undertaken to develop the solution as part of an ongoing learning process

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Learning	5.3	<ul style="list-style-type: none"> Reviews own work to identify improvement opportunities
Reading	1.4, 2.2, 4.3	<ul style="list-style-type: none"> Reviews and interprets textual information from a range of sources to scope job requirements and generate ideas
Writing	3.2, 4.3	<ul style="list-style-type: none"> Produces meeting summaries using simple language and structure
Oral Communication	1.1, 1.2, 2.3, 3.2, 4.4	<ul style="list-style-type: none"> Uses questioning and listening techniques to gain information, confirm understanding or seek feedback

		<ul style="list-style-type: none"> • Presents ideas using correct pronunciation and vocabulary
Numeracy	4.1	<ul style="list-style-type: none"> • Recognises and interprets numerical information relating to timeframes and dates
Interact with others	5.2	<ul style="list-style-type: none"> • Cooperates with others to achieve results in immediate work context
Get the work done	1.3, 1.4, 2.1, 2.2, 3.1, 3.3, 4.1, 4.2, 4.4, 5.1	<ul style="list-style-type: none"> • Plans routine tasks with familiar goals and outcomes • Seeks assistance when problems are beyond immediate responsibilities or experience • Takes responsibility for routine low-impact decisions within familiar situations • May reflect on outcomes and identify what worked, or develop an improved approach for future situations • Identifies ideas in use in other contexts and considers how they might be applied in own context with minimal adjustment

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBDES201 Follow a design process	BSBDES201A Follow a design process	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>