

<b>Title</b>	<b>Write a design brief and specifications</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>4</b>

<b>Purpose</b>	People credited with this unit standard are able to: consult with a client to establish needs and objectives for a design brief, and write the design brief and specifications.
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<b>Classification</b>	Design > Generic Design
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<b>Available grade</b>	Achieved
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### Guidance Information

- 1 It is suggested that activities associated with attaining this unit standard be combined with other activities involved in the design, development, realisation and presentation phases of a project.
- 2 Performance of all outcomes must comply with legislation that may have an impact upon client needs and requirements such as, but not limited to – Building Act 2004, Copyright Act 1994, Consumer Guarantees Act 1993, Designs Act 1953, Fair Trading Act 1986, Health and Safety at Work Act 2015, Patents Act 2013, Privacy Act 1993, Resource Management Act 1991, Trade Marks Act 2002, and subsequent amendments.
- 3 This unit standard requires a realistic client and design project to be taken through to a conclusion.
- 4 Examples of design specifications which could be included in the design brief may include but are not limited to – dimensions, materials, time, cost, aesthetics, functional details, physical constraints, environmental and cultural considerations, ergonomics, and market requirements.

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### Outcomes and performance criteria

#### Outcome 1

Consult with a client to establish needs and objectives for a design brief.

#### Performance criteria

- 1.1 Active communication is established that enables assessment of the client's needs.
- 1.2 Objectives are identified that comply with the client's requirements.

1.3 Agreed framework is established that enables writing of the brief.

## Outcome 2

Write the design brief and specifications.

### Performance criteria

2.1 Brief is written within the agreed framework, meets identified objectives, and includes design specifications.

2.2 Specifications are written that interpret, define, and limit the scope of the brief.

<b>Planned review date</b>	31 December 2023
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### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	31 August 1996	31 December 2013
Revision	2	8 October 1998	31 December 2013
Revision	3	18 February 2002	31 December 2013
Revision	4	15 January 2004	31 December 2013
Rollover and Revision	5	26 March 2007	31 December 2013
Rollover and Revision	6	18 October 2012	31 December 2020
Rollover and Revision	7	19 September 2013	31 December 2020
Rollover	8	16 February 2017	31 December 2020
Review	9	28 March 2019	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0235
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

### Comments on this unit standard

Please contact NZQA National Qualifications Services [nqs@nzqa.govt.nz](mailto:nqs@nzqa.govt.nz) if you wish to suggest changes to the content of this unit standard.