

## Manage investigations in design services

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### Overview

This unit is concerned with ensuring that the critical aspects and factors for investigation are identified. It is about commissioning the work and evaluating the results.

It is also about choosing the appropriate communication strategy for the target audience to help them understand and apply the research findings. You will also need to investigate arrangements for intellectual property, copyright and patent rights to be protected.

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## Performance criteria

You must be able to:

- 1 ensure that the critical aspects of factors for research or investigation are identified
- 2 ensure that any permissions are obtained that will be needed to carry out the investigation and confirm that they are valid before the investigation starts
- 3 ensure that insurance has been taken out to provide full cover against accidents and negligence
- 4 ensure that people and organisations who will be affected by the investigation are contacted and provided with clear and accurate information and asked for their cooperation
- 5 ensure that investigations are commissioned by selecting people and organisations who are competent to do the work
- 6 evaluate the results of the investigation against development options and decide on an appropriate course of action for the potential development
- 7 choose methods and strategies of communication which are relevant to the target audiences and potential markets, and which increase their ability to understand and apply the research findings
- 8 ensure that arrangements for protecting intellectual property, copyright and patent rights are in place

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## Knowledge and understanding

You need to know and understand:

- 1 how to ensure that the critical aspects of factors for research or investigation are identified (application)
- 2 how to ensure that any permissions are obtained that will be needed to carry out the investigation (application)
- 3 how to confirm that any permissions are valid before the investigation starts (application)
- 4 how to ensure that insurance has been taken out to provide full cover against accidents and negligence (application)
- 5 how to ensure that people and organisations who will be affected by the investigation are contacted and provided with clear and accurate information and asked for their cooperation (application)
- 6 how to ensure that investigations are commissioned by selecting people and organisations who are competent to do the work (application)
- 7 how and why to evaluate the results of the investigation against development options (evaluation)
- 8 how and why to decide on an appropriate course of action for the potential development (evaluation)
- 9 how and why to choose methods and strategies of communication which are relevant to the target audiences and potential markets, and which increase their ability to understand and apply the research findings (evaluation)
- 10 how to apply the research findings (application)
- 11 how to ensure that arrangements for protecting intellectual property, copyright and patent rights are in place (application)

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**Scope/range**

- 1 Factors:
  - 1.1 user needs
  - 1.2 community needs
  - 1.3 historical
  - 1.4 conservation
  - 1.5 cultural context
  - 1.6 social
  - 1.7 visual and spatial
  - 1.8 ecological and environmental
  - 1.9 construction
  - 1.10 measured survey
  - 1.11 physical testing
  - 1.12 condition survey
  - 1.13 structural integrity
  
- 2 Investigation:
  - 2.1 documents and record search
  - 2.2 research
  - 2.3 physical testing and modelling
  - 2.4 field research
  
- 3 Methods and strategies of communication:
  - 3.1 advertising
  - 3.2 face to face
  - 3.3 public relations
  - 3.4 special promotional events
  
- 4 Target audiences and potential markets:
  - 4.1 clients
  - 4.2 the public
  - 4.3 partners
  - 4.4 private and voluntary sectors
  - 4.5 peer group

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**Relevant Occupations** Architectural Technologists; Architecture; Civil engineers; Construction Project Manager and Related Professions; Production Managers and Directors in Construction; Project Manager; Architects; Associate Professionals and Technical Occupations

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**Suite** Built Environment Design and Consultancy Practice

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