

LAPT

LONDON ACADEMY OF PROFESSIONAL TRAINING

CERTIFICATE

ISO 24503 — Ergonomics Accessible Design Tactile Symbols

ISO Certification Programme



LAPT — London Academy of Professional Training

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Reference DIV-ACC-24503 • ISO Diversity & Inclusion

UKPRN 10067351 • Registered in England and Wales, company 4984798

AT A GLANCE

REFERENCE	DIV-ACC-24503
AWARD	Certificate
ASSESSMENT	300 marks — 180 to pass (60%)
PREREQUISITES	None
VALIDITY	Lifetime
AWARDING BODY	LAPT — London Academy of Professional Training

CURRICULUM

1 ISO DIV Foundation 7 chapters · 42 classes 100 marks	
• 4 Clause 4: Context of the Organisation — 6 classes › Identifying Organisational Context in Ergonomics Design › Mapping Interested Parties in Accessible Design › Defining the Scope of ISO 24503 Implementation › Establishing Management System Boundaries for Ergonomics › Assessing the Impact of Stakeholders in Tactile Symbol Design › Integrating Contextual Awareness in Accessible Ergonomic Practices • 5 Clause 5: Leadership — 6 classes › Understanding Leadership Commitment in Ergonomics Accessible Design › Developing Effective Policies for Tactile Symbols Implementation › Defining Roles and Responsibilities in Accessible Design › Establishing Authorities for Ergonomics Leadership › Fostering a Culture of Leadership in Tactile Symbols › Measuring the Impact of Leadership on Accessible Design Success • 6 Clause 6: Planning — 6 classes › Identifying Risks in Ergonomics Accessible Design › Opportunities for Improvement in Tactile Symbols › Setting Objectives for Accessible Design Planning › Developing Action Plans for Ergonomic Projects › Evaluating Risks in Implementation of ISO 24503 › Measuring Success in Accessibility Goals and Objectives • 7 Clause 7: Support — 6 classes › Resources for Ergonomics in Accessible Design › Building Competence in Tactile Symbols Usage › Enhancing Awareness of Ergonomic Principles › Effective Communication Strategies in Accessibility › Documented Information for ISO 24503 Compliance › Integrating Support Systems for Tactile Symbol Implementation	• 8 Clause 8: Operation — 6 classes › Understanding Operational Planning in Ergonomics Accessible Design › Implementing Control Measures for Tactile Symbols › Evaluating User Interaction with Tactile Symbols › Developing Effective Strategies for Operational Compliance › Monitoring and Reviewing Ergonomics Accessibility in Operations › Documenting Procedures for ISO 24503 Implementation Success • 9 Clause 9: Performance Evaluation — 6 classes › Monitoring Techniques for Tactile Symbol Accessibility › Measurement Methods in Ergonomics Accessible Design › Analysis of Performance in ISO 24503 Standards › Evaluating Accessibility Outcomes in Tactile Symbols › Conducting Internal Audits for Accessible Design › Management Review Processes in Ergonomics Evaluation • 10 Clause 10: Improvement — 6 classes › Understanding Nonconformity in Ergonomics Accessible Design › Implementing Corrective Actions for Tactile Symbols › Establishing Procedures for Continual Improvement › Assessing Compliance with ISO 24503 Standards › Documenting Nonconformities in Accessible Design Projects › Enhancing User Experience through Continuous Improvement Strategies

• CH1 Understanding ISO 24503 and Its Importance — 6 classes

- › Introduction to ISO 24503 Standards
- › The Role of Ergonomics in Accessibility
- › Key Principles of Tactile Symbols Design
- › Benefits of Implementing ISO 24503
- › Understanding Stakeholders in Accessibility Projects
- › Case Studies: Successful ISO 24503 Implementation

• CH2 Conducting a Comprehensive Gap Analysis — 6 classes

- › Identifying Current Accessibility Practices
- › Assessing Compliance with ISO 24503
- › Tools and Techniques for Gap Analysis
- › Designing a Gap Analysis Framework
- › Reporting Findings and Recommendations
- › Creating a Prioritised Action Plan

• CH3 Project Planning for ISO 24503 Implementation — 6 classes

- › Developing Your Implementation Project Charter
- › Setting Achievable Goals and Objectives
- › Building an Effective Project Team
- › Creating a Work Breakdown Structure
- › Timeline Development and Milestone Tracking
- › Resource Management for Successful Implementation

• CH4 Documentation and Internal Audit Methodology — 6 classes

- › Essential Documentation for ISO 24503
- › Creating Effective Standard Operating Procedures
- › Internal Audit Principles and Practices
- › Conducting a Compliance Audit
- › Document Control and Management Strategies
- › Preparing for External Audits and Reviews

• CH5 Management Review and Certification Readiness — 6 classes

- › Importance of Management Review in ISO 24503
- › Establishing Review Frequency and Format
- › Evaluating Audit Results and Performance Metrics
- › Ensuring Continuous Improvement Post-Implementation
- › Preparing for Certification: A Step-by-Step Guide
- › Finalising Documentation and Evidence for Certification

• CH1 Introduction to ISO 24503 and Ergonomics — 6 classes

- › Overview of ISO 24503 Standards
- › Understanding Ergonomics in Accessible Design
- › The Importance of Tactile Symbols
- › Key Principles of Ergonomic Accessibility
- › Challenges in Implementing ISO Standards
- › Case Studies of Successful Ergonomic Designs

• CH2 Integrating ISO Skills within Industry Sectors — 6 classes

- › Mapping ISO Skills to Industry Needs
- › Sector-Specific Applications of ISO 24503
- › Collaboration between ISO Standards and Industries
- › Adapting ISO Principles for Diverse Sectors
- › Sector Trends in Accessibility and Ergonomics
- › Future of Ergonomics in Various Industries

• CH3 Building Your Consultant Brand in Accessibility — 6 classes

- › Creating a Strong Consulting Brand
- › Marketing Strategies for Accessibility Consultants
- › Networking within the Accessibility Sector
- › Positioning Yourself as an Expert in ISO
- › Developing Credibility and Trust
- › Leveraging Social Media for Brand Growth

• CH4 Client Advisory Services in Ergonomics — 6 classes

- › Understanding Client Needs and Expectations
- › Effective Communication in Advisory Roles
- › Delivering Impactful Presentations
- › Creating Customized Accessibility Solutions
- › Best Practices for Client Engagement
- › Measuring the Success of Advisory Services

• CH5 Establishing a Consulting Practice in Accessibility — 6 classes

- › Steps to Launching Your Consulting Business
- › Legal and Ethical Considerations
- › Financial Management for Consultants
- › Building a Client Portfolio
- › Scaling Your Consulting Practice
- › Navigating Industry Changes and Challenges