



# Professional Review

[www.biid.org.uk](http://www.biid.org.uk)



# Introduction

The BIID Professional Review is the new route to becoming a BIID Registered Interior Designer® – the widely recognised benchmark for professional interior designers in the UK. It takes the form of a one-hour online meeting with our Membership Manager. The purpose of the Professional Review is for you to evidence your understanding and capability in all 8 of our Core Competencies. The Core Competencies have been designed to be appropriate and relevant to designers working in different specialisms, job roles, and practices. The Professional Review requires you to demonstrate how your unique experience and expertise enable you to meet the Core Competencies.



# The process

- 1) Complete the online [membership application form](#) on the BIID website and pay the £50 + VAT application fee.
- 2) Once you have completed the application form you will be taken to our online booking page, where you can select a date and time that is convenient for you.
- 3) Once you have selected your preferred date and time you will be sent a confirmation email containing the link to join the online meeting.
- 4) On the day of your Professional Review, please log in to the meeting, using the link provided, 5 minutes before the start time, to ensure the meeting starts on time.
- 5) The duration of the Professional Review will be between 45 minutes and 1 hour.
- 6) Once the review has taken place, we will let you know within 10 working days whether you have been successful in gaining Registered Interior Designer® status. If you have, we will send you an invoice and information about the next steps. If you are unsuccessful, we will give you detailed feedback about which competencies you were not successful on and you will be able to reschedule a new interview date.

## FAQs

### **Who is eligible for the Professional Review?**

To book a Professional Review you must qualify for Registered Interior Designer® status. This requires you to have a total of six years of combined interior design/architecture education and work experience or a minimum of 6 years of work experience.

### **How should I prepare for the Professional Review?**

The best way to prepare is to ensure you read through the list of Core Competencies and identify at least one example for each competency statement, as many questions will require you to draw from your past experiences. We will also assess your understanding of relevant regulations and legislation, please review the links provided in the confirmation email and think through how they relate to your own professional experience as an interior designer.

### **Do I need to show examples of my interior design work in the Professional Review?**

No – the Professional Review is a verbal discussion. The purpose is for you to use your work experience as an interior designer to prove that you have competencies in the 8 areas we require to become a BIID Registered Interior Designer®.



**What happens if my internet cuts out?**

If either your internet connection or the BIID's internet connection fails, in the first instance we will call you to try and resolve the situation. If we cannot resolve the problem within a few minutes, we will contact you to schedule a new time.

**Can I record the Professional Review?**

No. The BIID records all Professional Review meetings for quality assurance purposes. The recordings are only ever shared with trained membership assessors.

# Core Competencies

## 1. Professional judgement, ethics, and values

You will be expected to evidence:

- Ethical professional practice in interior design
- The importance of continuing professional development to your ability to practice at the highest level

## 2. Legislation, regulation, and contracts

You will be expected to evidence:

- An understanding of regulation and legislation relevant to your practice, including, but not limited to health and safety, building regulations, fire safety, and planning
- Knowledge of client contracts and what should be included in them

## 3. Financial management

You will be expected to evidence:

- The ability to manage project budgets
- Fiscal responsibility and best practice in relation to financial matters

## 4. Design development

You will be expected to evidence:

- The ability to develop a design brief through multiple iterations to delivery of a completed design
- The ability to evaluate the success of a design solution you have developed

## 5. Technical & product knowledge

You will be expected to evidence:

- Knowledge of the products and materials relevant to your area of interior design practice, including an awareness of how to improve product knowledge
- Knowledge of the construction and fabrication techniques required to deliver a successful interior project

## 6. Managing quality

You will be expected to evidence:

- The ability to plan and manage projects to ensure the highest level of quality is delivered, including implementing quality assurance processes

## 7. The project team

You will be expected to evidence:

- The ability to work successfully with other project professionals involved in the delivery of an interior design project, including communication, management, collaboration, and conflict resolution skills

## 8. Sustainable design

You will be expected to evidence:

- Knowledge of best practices in sustainable interior design including materials, products, technologies, and processes

