



Hospitality Interior Design Management Training Course

30 November – 4 December 2026
Porto

Hospitality Interior Design Management Training Course

Ref: 1593_217484 **Date:** 30 November – 4 December 2026 **Location:** Porto **Fees:** 5700 Euro

Overview

Hospitality Interior Design Management Training Course is a one-week intermediate course for design managers, hotel project leaders, development teams, facilities managers, procurement teams, and operations representatives who leave with a Hospitality Interior Design Management Plan. Participants translate guest and operating requirements into briefs, coordinate concepts, control finishes and FF&E, manage procurement and installation, and prepare spaces for handover and operation. Agile Leaders Training Center develops hospitality interior design management capability.

Who Should Attend

- Teams responsible for hospitality design scope and project coordination
- Functions responsible for hotel development and property delivery
- Procurement teams responsible for finishes, furniture, fixtures, and equipment
- Facilities teams responsible for maintainability and operational readiness
- Operations representatives responsible for guest and service requirements

The course assumes participants can read design information and coordinate project stakeholders, and it leaves creative drafting, visualization software, and specialist engineering design outside its scope.

Departments and Industries

The course supports interior design management across hospitality, visitor, residential, and leisure environments.

- Hotels, resorts, serviced residences, and restaurants
- Property development, design management, and project delivery
- Facilities, engineering, housekeeping, and guest operations
- Procurement, supply chain, cost control, and quality assurance
- Leisure venues, visitor attractions, and managed residences

Learning Objectives

By the end of this course, participants will be able to:



- Build a hospitality interior design brief from guest and operating needs
- Apply concept, accessibility, sustainability, and coordination controls
- Evaluate materials, finishes, FF&E, and suppliers
- Use procurement, installation, and quality-control tools
- Analyze defects, handover evidence, and operational readiness
- Build a Hospitality Interior Design Management Plan

Course Agenda

Day 1: Requirements and Design Brief

- Guest Experience and Service Journey Map
- Operational Requirement Capture Sheet
- Space Function and Adjacency Matrix
- Interior Design Scope Responsibility Map
- Hospitality Interior Design Brief Template

Day 2: Concept and Design Coordination

- Concept Intent and Design Criteria Register
- Accessibility and Inclusive Use Checklist
- Materials and Finishes Performance Matrix
- Sustainability and Maintainability Review
- Multidiscipline Design Coordination Log

Day 3: FF&E and Procurement Control

- FF&E Scope and Specification Schedule
- Sample and Mock-Up Approval Register
- Supplier Capability Evaluation Scorecard
- Procurement Route and Package Matrix
- Cost, Lead-Time, and Substitution Tracker

Day 4: Installation, Quality, and Handover

- Interior Installation Readiness Checklist
- Site Inspection and Quality Control Plan
- Defect Classification and Snagging Log
- Handover Documentation Index
- Operational Readiness and Maintainability Review



Day 5: Design Management Practice

- Guest and Operational Briefing Exercise
- Materials and FF&E Evaluation Exercise
- Supplier and Procurement Decision Exercise
- Installation and Handover Review Exercise
- Hospitality Interior Design Management Plan Capstone

Practical Exercises

The course uses suggested activities to turn hospitality design requirements into coordinated delivery controls.

- Suggested activity: convert guest journeys and operating needs into a design brief and responsibility map
- Suggested activity: compare finishes and FF&E using performance, maintenance, sustainability, cost, and lead-time criteria
- Suggested activity: inspect installation evidence, classify defects, and define handover actions
- Suggested activity: present a Hospitality Interior Design Management Plan

FAQs

Who suits Hospitality Interior Design Management Training?

Design managers, hotel project leaders, development teams, facilities managers, procurement teams, and operations representatives suit the course when they can read design information and coordinate stakeholders.

How does hospitality interior design management differ from an interior design studio course?

Hospitality interior design management controls requirements, scope, interfaces, FF&E, procurement, installation, quality, and handover, while a studio course concentrates on creative development and design production.

What should a hospitality interior design brief contain?

A hospitality interior design brief should define guest journeys, service requirements, space functions, design criteria, responsibilities, budget controls, maintainability, accessibility, sustainability, approvals, and handover expectations.

How are FF&E decisions controlled in hospitality projects?

FF&E decisions are controlled through specifications, quantities, samples, supplier checks, cost and lead-time reviews, substitution rules, approval records, installation inspections, and sign-off evidence.



What is a Hospitality Interior Design Management Plan?

A Hospitality Interior Design Management Plan records requirements, scope, coordination, finishes, FF&E, procurement, installation controls, quality checks, defects, handover documents, operational readiness, owners, and review points.

Conclusion

Participants take back a Hospitality Interior Design Management Plan that connects guest needs and operating requirements with design delivery. The work product clarifies scope, approvals, finishes, FF&E, procurement, installation, quality, and handover controls. It helps project and operations teams coordinate decisions and prepare hospitality spaces for use.