Goddmmaste Business School RC No: 1886733

Course Tittle:Event Planning and ManagementCourse Period:1 Week

Introduction:

This course is design to enable participants acquire a general knowledge about "event planning and management" and to become familiar with management techniques and strategies required for successful planning, promotion, implementation and evaluation of events.

Key Learning Objectives

On completion of the Course, you should be able to:

- a. Explain the role and purpose(s) of special events in the organizations.
- b. Identify the techniques and strategies required to plan a successful events.
- c. Match competencies required to promote, implement and conduct events.
- d. Match knowledge and competencies required to assess the quality and success of events.

Course Content

The course covers the following areas; Principles of project/Event Management, Preparing a proposal, Crisis Management plan, Seeking sponsors, Organizing the event, Marketing tools, Media tools, Promotional tools, Evaluation.

Target Audience:

Undergraduate students, NYSC members, small business owners, entrepreneurs, unemployed graduates, experienced but redundant employees, artisans, other interested participants

Commencement dates:	1 July 2023
	4 August 2023
	1 September, 2023

6 October, 2023

3 November, 2023

1 December, 2023

Course Fee: – ₩25,000

Mode of Attendance: – Physical or Virtual

Payment: Make payment (Transfer, Cheque or Western Union) in favour of account below:

Goddmmaste Consulting, Investment Company LtdAccount Number:1016356752Bank Name:Zenith Bank Nigeria

After payment, send us evidence of payment and choice your mode of participation.

For physical attendance, you are to choice either of the two (2) venues below:

Head Office: KM 1 Gboko Road, Behind Pleasure Travel's Park, Wurukum, Makurdi Benue State

Branch Office: ILHR Annex, No. 27 Point Road Apapa, Lagos State

For virtual participants, after verification of payment, a Zoom Meeting or Google Meet link (whichever is convenient for you) will be send to you for the purpose of the training.

Contact:

Email: goddmmastecicltd@gmail.com goddmmastecic@yahoo.com Phone: +2348063569341 +2348094860494 WhatsApp: +2348063569341

Web: https://goddmmastecicltd.com/

Sign Management Goddmmaste CIC Ltd