Bemidji State University

TADD 4830: Advanced Event Planning & Project Management

A. COURSE DESCRIPTION

Credits: 2
Lecture Hours/Week: 0
Lab Hours/Week: 0
OJT Hours/Week: *.*
Prerequisites: None
Corequisites: None
MnTC Goals: None

Advanced Event Planning & Project Management is a culminating course that provides students with the opportunity to apply the skills and knowledge learned from previous courses. Students will increase their level of expertise and confidence through the planning and managing of a simulated educational project. Students in this class will learn to work in a team to develop the conceptualization of an event and manage it to its completion. Successful students in this class will be expected to employ all the communication, design, management, and planning skills learned in previous courses. Students will understand deadlines as an essential component in this course and to utilize external vendors to ensure a successful and enjoyable event that meets goals and expectations. Prerequisite(s): TADT 1111.

B. COURSE EFFECTIVE DATES: 08/20/2022 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

1. Time Management
2. Stakeholder Analysis
3. Charting Priorities
4. Action Plans
5. Vendor Management
6. Marketing
7. Plan Analysis
8. Decision Making

D. LEARNING OUTCOMES (General)

1. demonstrate an advanced sensitivity to Event Project Management.
2. develop and analyze technical skills required for effective Event Planning.
3. develop and produce a meaningful event.

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

G. SPECIAL INFORMATION

None noted