

**FACULTY OF HOSPITALITY AND TOURISM
SCHOOL OF TOURISM**

FINAL EXAMINATION

Student ID (in figures) :

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Student ID (in words) : _____

Course Code & Name : **EVE1303 Project Management for Events**
Semester & Year : May - August 2023
Lecturer/Examiner : Liyana Shamimi Binti Mohamed Kamil
Duration : 2 Hours

INSTRUCTIONS TO CANDIDATES

1. This question paper consists of 2 parts:
PART A : SIX (6) short answers. Answers are to be written in the Answer Booklet provided.
PART B ONE (1) essay question. Answer all questions in the Answer Booklet (s) provided
2. Candidates are not allowed to bring any unauthorised materials except writing equipment into the Examination Hall. Electronic dictionaries are strictly prohibited.
3. This question paper must be submitted along with all used and/or unused rough papers and/or graph paper (if any). Candidates are NOT allowed to take any examination materials out of the examination hall.
4. Only ballpoint pens are allowed to be used in answering the questions, with the exception of multiple choice questions, where 2B pencils are to be used.

WARNING: The University Examination Board (UEB) of BERJAYA University College regards cheating as a most serious offence and will not hesitate to meet out the appropriate punitive actions according to the severity of the offence committed, and in accordance with the clauses stipulated in the Students' Handbook, up to and including expulsion from BERJAYA University College.

Total Number of pages = 3 (Including the cover page)

PART A: **SHORT ANSWER QUESTIONS (80 marks)**
INSTRUCTION(S): **There are SIX (6) short answer questions.**
 Answer all questions in the Answer Booklet(s) provided.

Question 1

Describe **FIVE (5)** roles and responsibility of a project manager.

15 marks

Question 2

State **FIVE (5)** duties of project manager towards a parent company.

15 marks

Question 3

Elaborate **FIVE (5)** methods to avoid problems when hosting an event.

10 marks

Question 4

Explain **FIVE (5)** ways how an event manager can obtain required resources that they needed for an event.

15 marks

Question 5

Describe **FIVE (5)** attributes of a successful project team.

15 marks

Question 6

Clarify **FIVE (5)** attributes of project management.

10 marks

END OF PART A

PART B:
INSTRUCTION:

ESSAY QUESTIONS (20 marks)
There is ONE (1) essay question. Answer all questions in the Answer Booklet (s) provided.

Question 1

A project plan is a series of formal documents that define the execution and control stages of an event project. Justify **FOUR (4)** purpose of project planning phase that need to be carried out by an event manager before executing the plan.

(20 marks)

END OF EXAM PAPER