

Prerequisites:

There are no specific prerequisites for this program. It is taught at the college level and requires the basic high-school level academic competencies. Students should have a high school degree or the equivalent, basic liberal arts knowledge, and an understanding of and interest in different cultures.

Requirements: This program can be taken on either a PC or a Mac. A high-speed Internet connection (DSL or cable) is required. Students will need a basic understanding of computers and must be comfortable navigating the Internet. E-mail capabilities are also required. Microsoft Outlook 2007 software should be installed prior to beginning this program. This program is compatible with the Windows XP and later operating systems and IE 7 and later browsers.

Online Course Format:

- Led by an expert instructor
- Open Enrollment Course
- Register and Start
- Six month program, 300 Hours

For more Details:

<http://careertraining.ed2go.com/fsw/training-programs/event-management-certificate-program?Category=healthcare-fitness>

To Register:

<https://careertraining.ed2go.com/fsw/training-programs/event-management-certificate-program-register?Category=healthcare-fitness>

NOTICE OF NON-DISCRIMINATION

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Director, Human Resources
Royal Palm Hall, N-120 – Lee Campus
8099 College Parkway SW
Fort Myers, FL 33919
(239) 489-9293

Event Management & Design

\$1,995

The Event Management and Design Online Training Program will equip you with the knowledge to advance in the field if you're already working in special events, or it will prepare you to enter the profession with an understanding of the industry. You'll build a foundation that you can use to build a career in special events or start your own special event business.

Learn to create spectacular special events with the Event Management and Design Online Training Program! This Program is split up into two modules: Special Event Management and Special Event Design and Decoration. Each module includes multiple units complete with interactive presentations. Corporate events, weddings, parades, festivals, and more are covered. You'll learn about the practicalities of planning events and the dazzle of designing them. From permits of pyrotechnics, this program will teach you how to design, plan, implement, and evaluate special events.

Upon successful completion of the Event Management and Design program, you'll:

- Understand the five stages of event management: research, design, planning, coordination, and evaluation
- Understand how to manage time efficiently
- Learn how to manage time effectively
- Learn how to manage human resources and volunteers
- Have insight into hiring vendors, caterers, sound and light technicians, entertainment, and other resources
- Learn how to conduct an event site inspection
- Be knowledgeable about risk-management procedures and tactics
- Learn about the requirements for necessary contracts, permits, and licenses, and how to meet these requirements
- Understand budgeting, pricing, and accounting as they relate to event design
- Be able to apply the principles of design to event decoration and effectively use flowers, fabric, lighting and more