WEBINAR: Events Management Training

LIVE WEBINAR
VIA ZOOM

Overview

The webinar is a guide for anyone wishing to learn more about the craft of organizing and running successful events. Professionals looking to advance their careers or newcomers hoping to get into event management and planning will find this training to be very beneficial.

Objective

- To equip participants with the foundational knowledge and skills needed to successfully plan and manage events

Who Should Participate

- Aspiring event professionals, event managers, event planners
- In-house company event planner
- Marketing Department
- HR Practitioners
- Students and Instructors

Key Topics

Module 1: The Philippine Events Industry

1. Social Events vs Corporate Events
2. New Normal in the Philippine Events Industry
a. Virtual Events vs Hybrid Events
b. Virtual Events Requirements

Module 2: Stages of Event Planning

1. The 5 Stages of Event Planning
2. The 5Ws and 1H of Event Planning
3. Event Suppliers and Packages

Module 3: The Professional Event Planner

1. The Event Planner
2. Basic Qualifications of a Professional Event Planner
3. The 5 Stages of Team Formation
4. The Event Team Framework

Module 4: Logistics Framework

1. The Event Day Logistics Framework
2. Post Event Evaluation

Module 5: Marketing and Promotion

1. 5Ps of Marketing for Events / Event Business
2. How to Promote an Event / Event Business

Reserve now! Call us at:
Tel. (02) 8.727.56.28 / (02) 8.727.88.60
Mobile Numbers: Globe: 0915-205-0133 / Smart: 0908-342-3162 / Sun: 0933-584-7266
Website: **www.businesscoachphil.com**

BusinessCoach, Inc.
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Duration

- 3 hours

Webinar Fee

- Php 1,750.00 per participant (inclusive of e-Handouts and e-Certificate) to be paid at least 3 banking days before the event

Requirements

- Mobile phone, tablet, computer or laptop
- Download free ZOOM app
- Internet connection
- Good audio connection

Reservation

- Please call to register (0915.205.0133|0908.342.3162 | 0933.584.7266|(02) 8.727.5628) or use the registration form below. Kindly fill-out and email to businesscoachphil@gmail.com. You will receive a confirmation within 48 hours.

Mode of Payment

- Deposit/Transfer cash payment to Banco de Oro:

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Register Now! (Limited Slots Available)

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Webinar Title _____
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