



Private & Confidential

Term 1 Examination

Student ID : 

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Student Name : \_\_\_\_\_

Subject Code & Name : PDS  
Semester & Year : Term 1 , 2022  
Lecturer/Examiner : Evelyn Chin  
Duration : 1 Hour

**INSTRUCTIONS TO CANDIDATES**

1. This question paper consists of **THREE (3)** section questions:
  - i. Students are required to answer **ALL SECTIONS**.
2. Study the **“REQUIRED”** section of each question carefully. Then extract the data required for your answers from the information supplied.
3. Write your answers in blue or black ink/ballpoint. You can only use pencil for graphs, charts, diagrams, etc.
4. Begin your answer to each question on a new page.
5. All answers must be correctly numbered but need not be in numerical order.
6. Workings must be shown.
7. You may use a calculator provided the calculator gives no printout, has no word display facilities, is silent and cordless. The provision of batteries and their condition is your responsibility.
8. Marks may be lost through lack of neatness and poor presentation
9. Candidates are not allowed to bring any unauthorized materials except writing equipment into the Examination Hall. Electronic dictionaries are strictly prohibited.
10. 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.

**WARNING:** EC Global Academy regards cheating as a most serious offence and will not hesitate to mete 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 EC Global Academy

**Total Number of pages = 10 (Including the cover page)**

**SECTION A: (30 Marks)**

**ANSWER ALL QUESTIONS.**

1. Define what is “event”?
  - A. A unique moment in time celebrated with ceremony and ritual to satisfy specific needs.
  - B. Events cannot be classified on the basis of their size, type and context.
  - C. Event can be described as a meeting friend without any purposes.
  - D. Event can happen without any plan by anyone.
  
2. Based on the answers below, choose the correct types of event that have.
  - I. MICE
  - II. Festival
  - III. Entertainment
  - IV. Official event
  - A. I,II,II
  - B. II,III,IV
  - C. I,III,IV
  - D. I,II,III,IV
  
3. “Is the venue easily accessible to those attending?” is referring to?
  - A. Size
  - B. Location
  - C. Facilities
  - D. Cost
  
4. Examples of festival event are?
  - I. World cup
  - II. Pongal
  - III. Chinese New Year
  - IV. Celebrity Night
  - A. I,II
  - B. II,III
  - C. II,IV
  - D. I,IV
  
5. What is the example of sport event?
  - A. Olympic
  - B. Fashion show

- C. Flash mob
  - D. Music concert
6. When considering the venue for the event, what are the major factors that the event planner should think?
- I. Size
  - II. Budget
  - III. Atmosphere
  - IV. Catering
- A. I,II,III
  - B. II,III,IV
  - C. I,II,III,IV
  - D. III,IV
7. Event planner need to consider many factors to maximize layout effectiveness. The flow layout can be?
- I. U-shaped pattern
  - II. Zigzag
  - III. Straight line
  - IV. Backtracking
- A. I,II,III
  - B. II,III,IV
  - C. I,III,IV
  - D. III,IV

8. 

It is important to accurately determine the number of attendees you can legally and safely allow in your event's venue. The venue must have an appropriate space for the type of event an organization plan to hold.
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The above sentence refers to?

- A. Floor plan
- B. Layout
- C. Location
- D. Venue capacity

9. A banquet hall is a room or building for the purpose of hosting a?

- I. Weeding event
- II. Olympic event
- III. Social event
- IV. Leisure event

- A. I,II
- B. I,III
- C. II,III
- D. II,IV

10. The picture below is referring to the?



- A. Auditorium
- B. Banquet hall
- C. Convention centre
- D. Stadium

11. This function will create interesting and unique moments as it is very pleasing.  
The green environment will exculpate the minds of audience.

The above sentence refers to?

- A. Garden
- B. Stadium
- C. Banquet hall
- D. Dining area

12. Event venue blueprint information is referring to?

- A. Blueprint event is a detail plan about the legal permit
- B. Blueprint event is a detail plan when searching for venue
- C. Blueprint event is a detail plan how to do an event
- D. Blueprint event is a detail plan for budgeting

13.

- ✓ Walkways maintained
- ✓ Emergency exits clearly identified
- ✓ Stair ways free from material storage

The above check lists are referring to?

- A. Emergency safety
- B. Electrical hazard
- C. administrative
- D. Life safety issues

14. Historical, artistic and musical are referring to?

- A. Event costing
- B. Event concept
- C. Event material
- D. Event logistic

15. Planning for event material is very important. As a professional event coordinator should consider the?

- I. The deco
- II. Staff
- III. Team members
- IV. Facilities

- A. I,II
- B. II,III
- C. III,V
- D. I, IV

16. According to the lists below, what is the item or facilities that need for technical requirement?

- A. Wireless microphones
- B. Flip chart with papers
- C. Tea break buffet line
- D. Backdrop paper

17. Below are examples of sport event facilities, **EXCEPT**?

- I. Copy machine
- II. Meetings room for media
- III. First Aid kit
- IV. Laser pointer

- A. I,II
- B. II,III
- C. III,IV
- D. I,IV

- Are the room large enough to provide a comfortable experience for those attending?
- Does the venue allow attendees to move around without bottleneck and delays?

18. The above sentence refers to?

- A. Layout Plan
- B. Floor Plan
- C. Location
- D. Venue Capacity

19. Guest profiling and protocol includes?

- I. Protocol
- II. Etiquette
- III. Principle
- IV. Behaviour

- A. I,II,III
- B. I,III,IV
- C. I,II,IV
- D. II,III,IV

- ✓ Colour usage
- ✓ Dress code
- ✓ Gestures

20. The above check lists are refers to?

- A. Protocol
- B. Etiquette
- C. Principles
- D. Behaviour

**SECTION B: (10 marks)**

Draw 4 types of layout arrangement that you have learned.

1. _____	2. _____
3. _____	4. _____

**SECTION C: (20 Marks)**

**ANSWER ALL QUESTIONS**

1. What is event concept? (2 MARKS)

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2. What are the festival event? Provide 2 example of event festival. (4 MARKS)

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3. Define MICE (2 MARKS)

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4. What is different between layout and floor plan? (3 MARKS)

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5. Provide 2 examples of event facilities.

(2 MARKS)

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6. Lists 4 examples of hazard signage.

(4 MARKS)

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7. List 3 elements of protocol.

(3 MARKS)

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**END OF QUESTIONS**