

## Events Planning TQUK Certificate level 2

### Course Overview

This is a distance learning course, studied online at your convenience. You will be set submission dates but these can be altered if required. It is a great way to gain qualifications, for free, around your other commitments. The qualification looks at the skills required to plan, organise, deliver and evaluate an event. There is so much that goes into event planning, be it celebrational, promotional or developmental, a lot goes on behind the scenes to ensure it is a success from start to finish. Areas covered include marketing, human resources, internal and external communications along with customer experience.

### What you will learn

There is a lot to think about when organising an event, during this course, you will look at the role of an event planner, tools for evaluating the event, methods and resources available for marketing an event and the people involved in making an event a success. During this course, you will learn about: - Planning an event - Reviewing and evaluating an event - Marketing and market research for event planning - Planning human resources for events - Communication and customer service for events

### Entry Requirements

You need to be over 19. There are some funding eligibility requirements. We can't provide funding in some areas of England and you must be a British Citizen or have settled status, you must also be living in England. On application we will check your eligibility and will signpost you to alternatives should be unable to fund you on this occasion.

### How you will be assessed

There are no exams or observations, simply answer the questions by putting your research in your own words. At level 2, you must follow key terms within each question, such as describe, identify and explain. Once you have submitted your answers your work will be marked and feedback provided, sometimes you may be asked to revisit some of your answers, this is nothing to worry about and quite common.

### Course Fees

This course is free.

### Course Progression

You might use this qualification to help you secure a new role or promotion at work. It might spark a desire to learn more, if so we have numerous level 2 and 3 qualifications that would compliment this course, such as our level 2 Certificate in Digital Marketing or Learn Management Techniques. You could book an appointment with our National Careers Service Team to find out more.

### What Happens Next

Apply online via the College website. You will be contacted to come into College if required, or you will be sent a conditional offer according to the entry requirements for the course. You will then be invited to enrol for your chosen course of study

### Course Details

**Course Code** P00786

**Start Date** Various

**Study Hours** Part Time

**Duration** Various

**Campus** DISTANCE

**Level** 2

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