

**BHARATI VIDYAPEETH (DEEMED TO BE UNIVERSITY), PUNE
SCHOOL OF DISTANCE EDUCATION**

Course: BCA	Class: BCA	Semester: V
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All Assignments are compulsory. Solve any one question from each Assignment

EVENT MANAGEMENT

Assignment No. 1.

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| Q.1. | What do you mean by Shadow in Event Management? |
| Q.2. | What do you mean by Seminars? |
| Q.3. | State any two components of media planning. |
| Q.4. | What are Virtual Events? |

Assignment No. 2.

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| Q.1. | Briefly explain five qualities of an Event Manager. |
| Q.2. | State the rules of brainstorming sessions. |
| Q.3. | Briefly explain the various legislations and tax laws applicable for the events. |
| Q.4. | Define Event budget. What are the key factors to be considered while preparing the budget? |

Assignment No. 3.

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| Q.1. | Explain in detail record keeping system in event management. |
| Q.2. | State and explain the important areas of decision making involved in event management. |
| Q.3. | What is media selection? Explain the factors affecting media selection. |
| Q.4. | Explain the importance and scope of event budgeting in corporate sector. |

Assignment No. 4.

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| Q.1. | Explain the importance and scope of event budgeting in corporate sector. |
| Q.2. | Explain the permission and procedure taken for conducting an event. |
| Q.3. | What is meant by transit advertisement? |
| Q.4. | Explain the permission and procedure taken for conducting an event. |