

Module Specification

Summary Information

Module Code	5612MCIPA
Formal Module Title	Live Performance & Events Management
Career	Undergraduate
Credits	15/30/45/60
Academic level	FHEQ Level 5
Module Pass Mark	40

Learning Methods

Learning Method Type	Hours
Lecture	44
Workshop	44
Tutorial	8
Private Study	204

Module Offering(s)

Start Month	Duration
September	Year long

Aims and Outcomes

Aims	This Module aims to equip students with the requisite skills, competencies, and
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knowledge to effectively design, plan and deliver Creative Industries and Performing Arts events that are legal, safe, sustainable and account for all stakeholder and audience needs.

Learning Outcomes

After completing the module the student should be able to:

Code	Description
MLO1	Identify, comprehend, and analyse the planning and logistical requirements of managing and delivering an event or project
MLO2	Identify, comprehend, and analyse the legal requirements of managing and delivering an event or project
MLO3	Identify, comprehend, and analyse the financial requirements of managing and delivering an event or project
MLO4	Identify comprehend, and analyse the human resource requirements and associated implications of managing and delivering an event or project
MLO5	Identify, comprehend, and analyse audience requirements related to an event or project
MLO6	Design a constructive evaluation plan related to the planning and delivery of an event or project

Module Content

Outline Syllabus

- Logistics – scheduling, locations, transport, accommodation
- Resources – Equipment, location and premises
- Income and Expenditure
- Legal – licensing, collection agencies, insurances
- Health & Safety – legislation, risk assessments, capacity, evacuation
- Crowd & Traffic Management
- Environmental & sustainability considerations
- Communications – stakeholders, staff, audience, public
- Performance monitoring and evaluation – documentation, monitoring, benchmarking
- Site location and design – accommodation, ticketing
- Programming
- Human Resource requirements

Additional Information

This module facilitates learning and teaching for the Live Events pathway, providing students with the ability and professional skills to identify and apply the relevant theories, techniques, methods and practices for the effective design, planning, management and delivery of live events and projects across the Creative Industries and Performing Arts.

- This module will be delivered utilising a range of teaching and learning strategies including:
- Lectures to introduce key issues and concepts
- Workshops, and a range of innovative classroom and online methods, incorporating the application of concepts to different situations, utilising group activities where appropriate
- Site Visits
- Engagement with sector professionals
- Self-directed study

Topics may include but are not limited to:

- Locations and Site planning
- Itineraries and Implementation plans
- Programme and Content
- Financial Implications
- Health and Safety Regulations and Risk Assessments
- Licensing and Safety Advisory Group
- Environmental considerations
- Site / Venue design
- Traffic movement and management
- Crowd Management, Capacities and Security
- Physical and Human Resources
- Benchmarking, Monitoring and Evaluation
- Audience, Customer and Stakeholder Needs
- Event Management Structures and Responsibilities
- Communications & Control
- Event Cancellation Procedures
- Major Incident and Evacuation
- Safeguarding
- Audience and Customer Health & Wellbeing

Assessments

Assignment Category	Portfolio
Number	1
Assessment Name	Portfolio
Weight	100

Details	Students will produce a comprehensive Event Management Plan, Operational Plan or Tour Management Plan and Itinerary which details the requisite information for the effective delivery of an event or project in the Creative Industries and Performing Arts.
Individual or Group	Individual
Module Learning Outcome Mapping	ML01, ML02, ML03, ML04, ML05, ML06