

# **FMT403 Software Applications in Events and Facilities Management**

**Level:** 4

**Credit Units:** 10 Credit Units

**Language:** ENGLISH

**Presentation Pattern:** EVERY JULY

## **Synopsis:**

FMT403 Software Applications in Integrated Events & Facilities Management will equip students with the knowledge on the use of IT in the event and facilities management industries. It introduces the general principles and strategies of developing relevant database applications, statistical analysis, application skills for space planning and facilities management. It also focuses on application of IT as an enabler for gathering, organising and managing information for decision making and reports.

## **Topics:**

- The Use of IT in Events Management
- The use of IT in Facilities Management
- Statistical Concepts and Statistical Analysis Functions
- Data Management Concepts and Tools to Process Data
- IT for Decision Making, Presentation and Reports
- Computer Systems
- File Management Techniques
- Networking Systems
- Concepts of Web Application Architecture such as Web Development, File Server, Web Server, Application Server and Database Server
- Facilities Management Software for carrying out Space Planning and Building Operation Management
- Data Analysis using Microsoft Excel
- Microsoft Office Access: Comprehensive Concepts and Techniques

## **Textbooks:**

Lisa Friedrichsen: Microsoft Access 2010 – Illustrated Introductory Cengage Learning  
ISBN-13: 9780538748261-AA

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**Learning Outcome:**

- Discuss the relevant IT knowledge and application skills in the event and facilities management industries
- Recommend the general principles and strategies of developing relevant database applications and statistical analyses
- Evaluate different software applications used for events and facilities management
- Solving problems and issues in events and facilities management using software applications
- Propose software for the gathering, organizing and managing of information for decision making and reports
- Improve the management of events or facilities by applying the appropriate IT application

**Assessment Strategies:**

<b>Continuous Assessment Component</b>	<b>Weightage (%)</b>
TUTOR-MARKED ASSIGNMENT	10
TUTOR-MARKED ASSIGNMENT	10
TUTOR-MARKED ASSIGNMENT	10
<b>Sub-Total</b>	<b>30</b>

<b>Examinable Component</b>	<b>Weightage (%)</b>
Written Exam	70
<b>Sub-Total</b>	<b>70</b>

**Weightage Total** **100**