

<b>DAY I</b>	<b>GCMBE II</b>
7:00 - 7:30	REGISTRATION, TEA/COFFEE & REFRESHMENTS
7:30 - 9:00	Orientation & Case Study Introduction- To include locally determined ice-breaker
9:00 - 9:30	BREAK
9:30 - 11:00	Project Management
11:00 - 12:00	LUNCH
12:00 - 13:30	Project Management (continued)
13:30 - 14:00	BREAK
14:00 - 15:30	Monitoring Project Budgets
15:30 - 16:00	COURSE EVALUATION & REVIEW TIME (Faculty available for questions)
16:00 - 17:00	DAY I OPEN BOOK EXAM (Faculty available for questions)

<b>DAY 2</b>	<b>GCMBE II</b>
7:00 - 7:30	TEA/COFFEE & REFRESHMENTS
7:30 - 9:00	Meeting & Business Event Logistics - Transportation
9:00 - 9:30	BREAK
9:30 - 11:00	Meeting & Business Event Logistics - Food & Beverage
11:00 - 12:00	LUNCH
12:00 - 13:30	Meeting & Business Event Logistics - A/V & Production
13:30 - 14:00	BREAK
14:00 - 15:30	Meeting & Business Event Logistics - People Flow
15:30 - 16:00	COURSE EVALUATION & REVIEW TIME (Faculty available for questions)
16:00 - 17:00	DAY 2 OPEN BOOK EXAM (Faculty available for questions)

<b>DAY 3</b>	<b>GCMBE II</b>
7:00 - 7:30	TEA/COFFEE & REFRESHMENTS
7:30 - 9:00	Meeting & Business Event Logistics - Meeting Specification
9:00 - 9:30	BREAK
9:30 - 11:00	Meeting & Business Event Logistics - Speaker Management
11:00 - 12:00	LUNCH
12:00 - 13:30	Meeting & Business Event Logistics - Exhibition Management
13:30 - 14:00	BREAK
14:00 - 15:30	Meeting & Business Event Logistics - Attendee Management, Registration & Accommodation
15:30 - 16:00	COURSE EVALUATION & REVIEW TIME (Faculty available for questions)
16:00 - 17:00	DAY 3 OPEN BOOK EXAM (Faculty available for questions)

<b>DAY 4</b>	<b>GCMBE II</b>
7:00 - 7:30	TEA/COFFEE & REFRESHMENTS
7:30 - 9:00	Destination & Venue Management
9:00 - 9:30	BREAK
9:30 - 11:00	Destination & Venue Management (continued)
11:00 - 12:00	LUNCH
12:00 - 13:30	Contract Evaluation & Monitoring
13:30 - 14:00	BREAK
14:00 - 15:30	Contract Evaluation & Monitoring (continued)
15:30 - 16:00	COURSE EVALUATION & REVIEW TIME (Faculty available for questions)
16:00 - 17:00	DAY 4 OPEN BOOK EXAM (Faculty available for questions)



<b>DAY 5</b>	<b>GCMBE II</b>
8:00 - 8:30	TEA/COFFEE & REFRESHMENTS
8:30 - 10:00	Team Case Study Presentation
10:00 - 10:30	BREAK
10:30 - 12:00	Case Study Presentation
12:00 - 12:30	BREAK
12:30 - 13:00	<b>GRADUATION</b>
13:00 - 14:00	LUNCH