

GEORGES RIVER COLLEGE  
PEAKHURST CAMPUS

**YEAR 10 PASS**  
ASSESSMENT TASK

**TOPIC:**  
EVENT MANAGEMENT

**TYPE OF TASK:**  
Gala Day Organisation  
Report

**DUE DATE:**  
Gala Day 18th March, 2021 (Week 8)  
Written Report 25th March, 2021 (Week 9)

**WEIGHTING:**  
20%

**Outcomes assessed:**

**PASS5-2** analyses the benefits of participation and performance in physical activity and sport

**PASS5-5** demonstrates actions and strategies that contribute to active participation and skilful performance

**PASS5-6** evaluates the characteristics of participation and quality performance in physical activity and sport

**PASS5-7** works collaboratively with others to enhance participation, enjoyment and performance

**PASS5-8** displays management and planning skills to achieve personal and group goals

**PASS5-9** performs movement skills with increasing proficiency

**PASS5-10** analyses and appraises information, opinions and observations to inform physical activity and sport decisions.

**Event:**

You are to plan, organise and conduct a physical activity event, during a gala day for students from Peakhurst West Public School. Suggestions for the physical activity event could be:

- a competitive or recreational event
- a festival or fun event
- a 'have a go' opportunity

You will need to consider the following:

- Structure and format
  - Activity must run for 20 minutes **BUT** be adaptable if issues arise
  - Primary students will be rotating in a tabloid format
- Planning, conducting and evaluating
  - Requirements before the event e.g., activities, role allocation, equipment.
  - Requirements during the event e.g. safety, student behaviour management, adaptability.
  - Requirements after the event e.g. evaluation, clean up, pack up, feedback from school and group.
- Initiative and organisational skills
  - Within group
  - Skills (communication, time management, teamwork, leadership)
- Roles in event management
  - Coach, referee, group leader, time management

**20 marks**

**Report:**

You will write a report that examines the implementation and outcomes of your chosen event. You will be assessed on the depth and comprehensiveness of your examination and on how well you support your judgments with examples.

You will need to consider the following:

1. • Evaluate how you planned this event/opportunity. For example:
  - What was your aim/purpose?
  - How did the group allocate responsibilities?
  - What went well/didn't go well in the planning phase?
2. • Evaluate what actually happened (actual outcomes). For example:
  - Did students participate as hoped?
  - Did the event/opportunity run smoothly or did you experience any unexpected problems? If so, how did you deal with them?
  - What did people say about the event/opportunity?
3. • Evaluate lessons learned. For example:
  - What improvements or changes would you make if you were to do this activity again?
  - How could you ensure that the group aim was more fully met if you were to do this again?

**10 marks**

**Report model:****(Introduction)**

Event management is the creation, development and management of sporting events. To show my understanding of event management, I am going to analyse my group's efforts in planning and implementing our physical activity event.

**(Series of paragraphs)**

Considerable planning for our event occurred. Firstly, we decided on an event. Our event was an afterschool inter roll call indoor hockey tournament. This tournament was decided as indoor hockey is not a common sport played at Georges River College Peakhurst Campus. This would hopefully influence student's decisions to participate as they would be curious about the game. We also chose indoor hockey as it could be played in the hall and the Physical Education department had the equipment needed to play.

**(Conclusion)**

In conclusion, our events outcomes were achieved. We ran a successful Year 10 inter roll call indoor hockey tournament. We actually achieved beyond what we expected as additional teams entered. For example, some roll call groups entered two teams. Getting teachers on board and the huge amount of enthusiasm we noted from the side lines and on the court also proved that this event was a huge success. I have highlighted the positive aspects in this report and suggested modifications for the future. Now that we have created this really successful event and made students and teachers aware of the wider benefits of being active, hopefully next year's Year 10 PASS class will also run a successful event.

**INSTRUCTIONS FOR SUBMISSION:**

Please hand your Report into your teacher either in class or the PDHPE staffroom on the due date - one week after you manage your event. Alternatively, submit your report via Google Classroom on the due date.

Assessment cover sheet (page 1) and marking criteria (page 2) must both be attached to the front of your assessment task.

**WHAT TO DO IF YOU ARE SICK/ABSENT ON THE DUE DATE:**

If you are absent on the due date, you must submit a medical certificate to Mr Morley (Rel HT PDHPE) with your completed task on the first day you arrive back to school. Tasks submitted after the due date, without a medical certificate will not receive marks, as per the college assessment policy. Furthermore, students will also receive an N-Award Warning for PASS.

**GOOD LUCK YEAR 10!**

# Assessment Cover Sheet

## Event Management

(Stage 5 PASS)

### Practical Task

<b>TOPIC:</b> Event Management	<b>TYPE OF TASK:</b> <ul style="list-style-type: none"><li>• Gala Day Organisation and Activity</li><li>• Report</li></ul>
<b>DUE DATE:</b> Gala Day 18th March, 2021 (Week 8) Written Report 25th March, 2021 (Week 9)	<b>WEIGHTING:</b> 20%

Name: \_\_\_\_\_

Subject: PASS

Teacher: \_\_\_\_\_

- ☐ I confirm that this assessment is all my own work.
- ☐ I understand that my assessment may be checked for plagiarism, and that penalties will be applied if I have plagiarised.
- ☐ I have not submitted this assessment for any other subject.
- ☐ I have asked for feedback prior to submission.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# MARKING CRITERIA

## Event Management

(Stage 5 PASS)

### Practical Task

- ❖ Use these marking criteria as a checklist to ensure that you have addressed all criteria
- ❖ Please attach this to your task and hand to your teacher on the due date.
- ❖ Please ensure your task has your name and teacher's name clearly written on the front

#### EVENT:

Marks	Criteria
<b>A</b>	<ul style="list-style-type: none"><li>• Performs required duties and supports peers in their roles and responsibilities. (Maturity, leadership, set up, pack up assistance, coach/referee, feedback to students)</li><li>• Event is planned, well organised and conducted efficiently. (Enthusiastic, safety, fluid/continuity of activity, equipment sufficient, student behaviour dealt with.)</li><li>• Activity is appropriately timed and can be modified if required. (Adaptability, time management, made improvements, suitability to primary aged students)</li></ul>
<b>B</b>	<ul style="list-style-type: none"><li>• Performs <u>most</u> required duties and supports peers in their roles and responsibilities. (Maturity, leadership, set up, pack up assistance, coach/referee, feedback to students)</li><li>• Event is planned, organised and conducted at a good level. (Enthusiastic, safety, fluid/continuity of activity, equipment sufficient, student behaviour dealt with.)</li><li>• Activity timing was acceptable and modification was evident (Adaptability, time management, made improvements, suitability to primary aged students)</li></ul>
<b>C</b>	<ul style="list-style-type: none"><li>• Performs <u>some</u> required duties and responsibilities during event. (Maturity, leadership set up, pack up assistance, coach/referee, feedback to students)</li><li>• Event is planned, organised and conducted at a satisfactory level. (Enthusiastic, safety, fluid/continuity of activity, equipment sufficient, student behaviour dealt with.)</li><li>• Activity timing and modification was adequate. (Adaptability, time management, made improvements, suitability to primary aged students)</li></ul>
<b>D</b>	<ul style="list-style-type: none"><li>• Does <u>not carry out</u> required duties and responsibilities during event.</li><li>• Event is not well planned and unexpected problems occur which are not handled efficiently.</li><li>• Did not account for time and modification of activity.</li></ul>

**REPORT:**

Marks	Criteria
<b>A</b>	<ul style="list-style-type: none"><li>• Evaluates the planning phase of the event – including the aim, allocation of responsibilities, the positives and the negatives of the planning phase.</li><li>• Evaluates the success of the event - participation rates, unexpected problems, feedback from participants and your group.</li><li>• Assesses the potential for improvement and discusses modifications for future events.</li></ul>
<b>B</b>	<ul style="list-style-type: none"><li>• Discusses the planning phase of the event – including the aim, allocation of responsibilities, the positives and the negatives of the planning phase.</li><li>• Discusses the success of the event - participation rates, unexpected problems, feedback from participants.</li><li>• Analyses a number of improvements and modifications for future events.</li></ul>
<b>C</b>	<ul style="list-style-type: none"><li>• Explains the planning phase of the event – including the aim, allocation of responsibilities, the positives and the negatives of the planning phase.</li><li>• Explains the success of the event - participation rates, unexpected problems, feedback from participants and modifications for future events.</li><li>• Outlines some improvements and modifications for future events.</li></ul>
<b>D</b>	<ul style="list-style-type: none"><li>• Limited ability to explain the planning phase of the event – including the aim, allocation of responsibilities, the positives and the negatives of the planning phase.</li><li>• Limited ability to explain the success of the event - participation rates, unexpected problems, feedback from participants and modifications for future events.</li><li>• Limited or no outline of improvements and modifications for future events.</li></ul>

**Total Mark / 30**

Comment: