

Study Questions

STUDY QUESTIONS

- 1. What is a production/performance rider?**
- 2. What is the role of research in anticipating client needs?**
- 3. What are some techniques to conduct client research?**
- 4. Who are members of the event management team?**
- 5. What are the components of the event timeline?**
- 6. What is the purpose and process of post-event analysis?**
- 7. What type of events need the most guidance from the facility staff and why?**
- 8. What information is in an event file?**
- 9. Following an event, what reports should a venue manager review?**
- 10. How can guest relations programs improve a venue's public image?**

- END OF DOCUMENT -