

SHORT PROGRAMME CERTIFICATE IN EVENT AND WEDDING PLANNING

If working in a challenging environment where no two days are the same excites you, then this course is a must for you.

This certificate provides learners with the skills needed to become highly-regarded event managers and wedding planners. It focuses on building confidence, understanding the dynamics of working with a diverse group of people and acquiring techniques for professional conduct in a business situation. Also, learn how wedding planning can be a lucrative business and start earning extra money immediately.

Students are introduced to the techniques that experienced and professional event organisers continuously use, rely on and are well trained in. For weddings, you will learn everything you need to know from how to create mood boards and invitations to dealing with suppliers and the bridal couple. You will also learn how to create a wedding budget and how to charge for your services.

Course content includes:

- Planning, designing, executing and managing an event including menus
- How to implement a promotional strategy for an event
- Exhibitions
- Evaluating and reporting on events
- How to lead and motivate effectively
- Wedding budget, ceremony, reception, venue and catering, photographers and videographers
- Flowers, décor, table seating, speeches and wedding cakes
- Music, wedding wear, wedding gifts and transport

Workshops (Extra charge)

- Stationery workshop
 - Flower workshop
 - Cupcake decorating workshop
- Prices to be confirmed upon registration

Duration: 12 weeks x 3 hours per week

When: Refer to the part-time schedule for starting date and times

Contact the campus below for pricing options

Johannesburg Campus

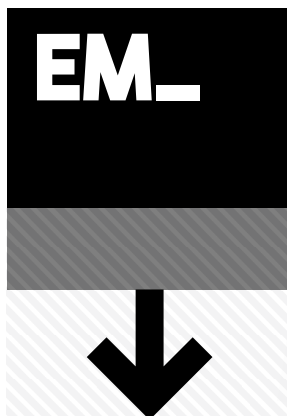
Tel: 010 591 7314

Stoneridge Centre

Corner Hereford and
Modderfontein Roads
Greenstone, Edenvale

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www.oakfieldscollege.co.za



Oakfields College offers day, evening and Saturday part-time courses. A minimum of four students is required in order to run a course. Course dates and times are subject to change without prior notice.

Oakfields College cannot be held responsible for any deviations in price on our extra charges.

The registration fee is not refundable unless the course is cancelled by Oakfields College.

**EXTRA
ORDINARY
EDUCAT
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