

# **ELEMENTARY SCHOOL SINGING COMPETITION AT POLBENG BUSINESS EXPO (CASE STUDY: EVENT COORDINATOR)**

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## **ABSTRACT**

This final project, entitled "Elementary School Singing Competition at Polbeng Business Expo (Case Study: Event Coordinator)" aims to understand the role, responsibilities, and tasks of an event coordinator in organizing an elementary school singing competition, as well as to identify effective strategies to ensure the smooth running of the event and the efficient management of participant registration. The competition was attended by 30 participants, exceeding the initial target. The project's completion involves activity evaluation, preparation of implementation reports, participant data archiving, and providing recommendations for improvements in future events. This final project is expected to provide a comprehensive understanding of the strategic role of an event coordinator in ensuring the success of an event, from the preparation phase to completion, and to serve as a reference for organizing similar events in the future.

**Keyword:** *Event Coordinator, Elementary School Singing Competition, Event Management*