



Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David

Bachelors of Arts (Hons) Leadership and Management Skills for the Workplace

Managing Projects in the Organisation

BMSW 5104_LON

Introduction Report



“Where Trance Lovers Unite ”

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Introduction

In this introduction report, the goal is to explain my plan for this work.

The company chosen company for this report is called Trance Sanctuary; I have chosen this company because it is dear to my heart.

Ten years ago, on 19th March 2011, I created this company, and I developed it from scratch to pursue my dreams in events organisation management. Trance Sanctuary is a day time party, and it brings Trance Dj's and producers to play the best in every range of Trance Music; it happens in London at Egg and Fabric Club, season boat parties and Ibiza summer events too (Sanctuary, 2021)

During the pandemic of Covid – 19, the events had to be cancelled or postponed, following the government guidelines. However, we aim to return as soon as we are allowed. Since music events consist of large crowds, we will have to take extra measures to ensure our customers and staff members will be protected against the Coronavirus.

This report will be working on the next Trance Sanctuary boat party event project for 7th August 2021. In this project, I aim to demonstrate how to manage projects in the organisation with the new knowledge that I am acquiring during my lectures.

For this project, I will be using project management tools and techniques that will underpin my report, I have been testing a project management tool called Trello, and I hope to implement this tool to help me with project scheduling.

For this project, I will be using the Gantt Chart technique to define the stages of the project in which they will take on one after the other in terms of design, prototype, test, revising and production. Also, there are tools such as Prince 2, Agile, Scrum, and waterfall, in which I will investigate how it works and then decide which one I will use, the reason why.

To help me produce the Gantt chart, I will use Mindview software as a tool and have it all at a glance whilst analysing the project scope and keeping it in control.

I will also focus on SWOT Analysis to identify my strengths and weaknesses in managing projects.

Bibliography

Sanctuary, T., 2021. *Trance Sanctuary*. [Online]
Available at: <https://www.trancesanctuary.com/about>
[Accessed 20 March 2021].

