



## Round 2: Task Guidelines

### Timeline: T-0

*To quote a famous Hindi movie character, "Films do well only because of 3 reasons: Entertainment, entertainment and entertainment." We are entertainment. We infuse the fun element in the biggest spectacle that you would see during your stay in Hel(L).*

One of the most important tasks for Entertainment during the fest is to take care of the end-to-end arrangement of the artists who come to perform during Proshows. This includes everything right from booking the artist and arranging for his/her accommodation to making venue arrangements and setting up the Green Room near the performance arena.

Many of the artists are very particular about the basic requirements that they have asked for and even little shortcomings in the Proshows arrangements can lead to a lot of problems and hassle on the D-Day. Thus, it is imperative to have details of the requirements of the artists and a plan as to how you will ensure that there are no lapses in the arrangement for the artists.

### Final Deliverables:

- Come up with a list of all the tasks and activities you would need to do to ensure that there are no shortcomings in the arrangement of the Bollywood Night (Assume that The Local Train are performing).
- The list should elucidate arrangements for:
  1. Hospitality (Travel, Accommodation and Food)
  2. Stage Design
  3. Green Room Setup
  4. Crowd Management
  5. Security

Your output should be in the form of a PDF/PPT containing max. 6 slides.  
Remember, brevity is a virtue.

For any queries regarding the task contact – Mohit or Sajith

We hope you enjoy the task! All the best!

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