

REVIEWED BY: [REDACTED]  
8/10/23



**TARUMT**  
TUNKU ABDUL RAHMAN UNIVERSITY OF  
MANAGEMENT AND TECHNOLOGY

TUNKU ABDUL RAHMAN UNIVERSITY OF MANAGEMENT AND TECHNOLOGY  
FACULTY OF APPLIED SCIENCE

BACHELOR OF FOOD SCIENCE  
YEAR 2 SEMESTER 1

BJEL2013 ENGLISH FOR CAREER PREPARATION

PROPOSAL WRITING

You are health consultant of Anyway Health Sdn Bhd. You are approached by Ms. Margreata, manager of Harimau Football team who wants you to ensure their health during the period of the pre-match.

Prepared by

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

MARKS	
Format (5)	4.5
Content (35)	
Introduction	2.5
Background	4
Plan	13
Schedule	2
Staffing	3
Budget	2
Authorisation	3
Language & Vocabulary (60)	45
TOTAL (100)	79

- Generally, well written with some minor issues as mentioned in the proposal.
- space to improve on language usage

Programme: [REDACTED]

Prepared for [REDACTED]

Proposal Date: AUGUST 2023



## TABLE OF CONTENT

<b>TABLE OF CONTENT</b>	<b>2</b>
<b>1.0 INTRODUCTION</b>	<b>3</b>
<b>2.0 BACKGROUND &amp; PURPOSE</b>	<b>3</b>
<b>3.0 PLAN AND SCHEDULE</b>	<b>4</b>
3.1 Event Details	4
3.2 Food	5
3.2.1 Breakfast	5
3.2.2 Lunch	5
3.2.3 Dinner	5
3.3 General Health Check	6
3.3.1 Venue Setup	6
3.3.2 Mental checkup	6
3.3.3 Health checkup	6
3.3.4 Report explanation	7
3.3.5 Manpower	7
3.4 Itinerary	7
3.4.1 Day 1	112
3.4.2 Day 2	113
3.4.3 Day 3	114
3.5 Schedule	8
<b>4.0 STAFFING</b>	<b>9</b>
<b>5.0 BUDGET</b>	<b>10</b>
<b>6.0 AUTHORISATION</b>	<b>11</b>
<b>7.0 APPENDIX</b>	<b>12</b>

## 1.0 INTRODUCTION

We are the health consultants from Anyway Health Sdn Bhd and we are pleased to introduce our proposal to <sup>provide...</sup> invite Harimau Football Team who need to elevate their body strength, maintain a healthy body, or even preliminary for a certain match. We found that you and your football team are having a national football match soon. Our company has been in this business for over 10 years and has branches in Penang, Kuala Lumpur and even Singapore. Our services are top of the line and more advanced as compared to the others if you can see the online feedback that we have received. On top of that, we also provide services for some famous athletes such as Cristiano Ronaldo, Stephen Curry, Lee Chong Wei and others to our company and most of them had won the championship. In this proposal, we are provided with our plan, schedule, staffing, budget and authorization.

- 2.5 marks

## 2.0 BACKGROUND & PURPOSE

According to our previous conversation with (Ms. Magreati) from the Harimau football team, we understand that your team is having a national football match on (24 October 2023) at Stadium Bukit Jalil. There will be about (20 players) participating in the match, including reserve and coach. (RM 40000) of the budget was given for hiring us as a consultant team to ensure their performance.

should state  
21-23 Oct.  
Dates you  
are working  
on.

The purpose of having our consultant services (is to mentally prepare the Harimau football team players, and improve their fitness and health.) We promise that your team players will participate in the match with the best condition. We also promise to elevate their body strength, maintain a healthy body, or even preliminary for a certain match.

- 4 marks

### 3.0 PLAN AND SCHEDULE

In order to organize this health consultant services, we suggest the following plan:

#### 3.1 Event Details

Date: 21 - 23 October 2023 ( 3 days and 2 nights )

Time: 6am to 10pm everyday

Number of pax: 20 players

Venue: Hatten Square Hotel

Purpose: For members to have a more proper way of playing football, maintain their health during this period and to have the best physical and mental health to participate in the competition.

Our team will suggest a whole day menu for the players, which will involve all the nutrients needed for them. All the players are required to follow the meals two weeks before the match. This is aimed at providing sufficient energy to fuel activity, protein to maintain muscle mass, micronutrients and water to cool the body.

Besides, mental and health checkups will also be carried out to make sure all the players have good physical and mental health. Then, the report explanation section will be brought off to explain the medical report for them.

### 3.2 Food

All the meals provided for the players according to their health condition and the daily requirement.

#### 3.2.1 Breakfast

For breakfast, we will be preparing a list of nutritional and essential foods for the team. Carbohydrates will be an important source for athletes because they need a sufficient amount of energy for performance such as whole grain bread. As the protein source, we will give them a moderate amount of eggs or white meat. For the beverage, plain black coffee will be important for the athlete as the coffee has caffeine for increased brain activity and adrenaline in the body.

#### 3.2.2 Lunch

For lunch, we will give them a list of natural food and supplements. The whole meal cannot be too full so for the carbohydrate we give them about 80 - 100 g of cooked brown rice. As the protein source, the amount of protein to consume is about 20 - 25 g such as chicken breast or any red meat. As for vitamins and minerals, we give them vitamin B, vitamin C, vitamin D, calcium, and fish oil.

#### 3.2.3 Dinner

After training, our body needs recovery so the main source will be protein. For the protein source, we give them about 30 - 35 grams of protein such as tilapia, chicken breast, or slim red meat. For the vegetables such as broccoli or spinach have a high amount of water content because the athlete has lost a high amount of water as they sweat during the training.



### 3.3 General Health Check

Our team will hire a professional medical team, including psychiatrist, doctor, and physiotherapists, to make sure all the players are healthy mentally and physically. They will assist in mental and health checkups for all players.

#### 3.3.1 Venue Setup

We will rent two more rooms from the hotel to set up as our medical booth. Those players will do their medical check up and medical report inside the booth. One of the rooms will be set up as a mental room and another room will be set up as a health room.

#### 3.3.2 Mental checkup

All the players will be gathering at the Hatten Square Hotel lobby to do an individual mental checkup. Dr. Farah will be conducting a Depression, Anxiety & Stress Scale (DASS) test to diagnose the players mental state. Basically, this test consists of a series of statements where players need to read each of the statements which are regarding them and choose a scale between 0 and 3. This test will assess players' physiological aspects such as stress levels, anxiety, depression, and self-confidence. Once the mental check up is done the psychiatrist will be assisting the players' by giving some advice on managing stress if any of them ~~diagnose~~ stress symptoms.

#### 3.3.3 Health checkup

The next day all of the players' will be doing health assessments which will be conducted by professional doctors, namely Dr. Chong, and Dr. Kim respectively. Each of the doctors will be assessing 10 players. Players' will undergo various health assessments including blood test, body index composition (BMI), cardiorespiratory endurance test and also a blood glucose test. The goal of this health assessment is to assure the well-being of players, enhance their performance, and to diagnose any signs of health problems.

#### 3.3.4 Report explanation

After the health checkup, Dr. Chong and Dr. Kim will explain the players' health report. Based on the results, they will prescribe some medicine, recommend treatment, guide about a healthy lifestyle and also propose further tests to undergo if any of the players are diagnosed with any health issues. During this session, players are given the opportunity to ask questions to their physicians about their health condition.

#### 3.3.5 Manpower

As for the mental health services, we have a psychiatrist, Dr Farah who has a certificate of being her specialist and will be the psychiatrist of the players to treat their mental and emotional before the match. For the health checkup, Dr. Chong and Dr. Kim from Prince Court Medical Centre will treat the players. Lastly, for ensuring the football players to prevent injury, illness or disability through movement and exercise, we also got 2 professional physiotherapists, Dr. Baraba and Dr. Alfredo who graduated from University of Birmingham to treat the players.

#### 3.4 Itinerary

Refer to appendix

- 13 marks  
- mostly well explained.

### 3.5 Schedule

Activity	Date
- Hotel booking	19/10/2023
- Briefing of the activity	20/10/2023
- Team practicing - Mental checkup	21/10/2023
- Strength and body conditioning training - Health checkup	22/10/2023
- Individual training with coach	23/10/2023

- 2 marks

- should also include  
other pre event details



#### 4.0 STAFFING

Our company has been involved in health consultant service for 20 years. Our services are known to be professional and convenient to our clients. We have also collaborated before with renowned giants such as Lakers the basketball team and Dato Lee Chong Wei, the former badminton champion player. They also gave excellent feedback on our services.

This project will be headed by Mr. Leow Zynmin, who has had invaluable experience in health and business for more than 100 years. He has qualified for a Bachelor Degree in Sport Science and has won the Jonathan Alfredo Sport Science Award at the University of Oxford.

In this project, there will be a medical team, financial team, event planner, and also a nutritionist with different expertise. They are Chan Ven Jane, Chee Kian Boon, Lim Yi Rong, and Mathumita. The medical team consists of 1 physiatrist, 2 physiotherapists, and 2 doctors. They are Dr. Farah, Dr. Baraba, Dr Alfredo, Dr. Chong, and also Dr. Kim. All of them have vast experience in their respective fields.

- 3 marks

## 5.0 BUDGET

No.	Items	Quantities	Unit (RM)	RM	Total (RM)
1	Medical Team				10410.00
	• Psychiatrists	1	830/day	2490	
	• Doctor	2	820/day	4920	
	• Physiotherapist	2	500/day	3000	
2	Food and Drinks	25	20	4500	4500.00
3.	Hotel	17	200/day	10200	10200.00
4.	Training Class	3	500	1500	1500.00
5.	Facilities				3900.00
	• Gym	1	300/day	900	
	• Football field	1	1000/day	3000	
					30510.00
6.	Service Charge	16%			4881.60
<b>Total</b>					35391.60

unclear on why it's 830 x 3

There will be a deposit of 20% (RM 7078.32) which will be paid by 10 October 2023 and it is (refundable.) why?

- 2 marks

- unclear on how you get to the 'RM' prices & most of the figures under 'quantities' not found in plan.

## 6.0 AUTHORISATION

We strongly believe that our service will meet your expectations and ensure the football team's performance. We are extremely confident in our service to improve the performance of the team players and let them mentally prepare. If you accept our proposal, kindly sign the copy of the proposal that was sent to your email before 8 September 2023, so that we can move on to our next step. If you have any enquiry, please feel free to contact our project head via email at: leowzy69@anyway.my.

- 3 marks

(1500 words)

## 7.0 APPENDIX

### 7.1 Itinerary of Day 1 *date!*

Time	Activity
6.00 - 6.30 a.m.	Wake up and shower
6.30 - 8.00 a.m.	Empty stomach cardio exercise
8.00 - 9.00 a.m.	Breakfast
9.00 - 10.00 a.m.	Mental Checkup
10.00 - 2.00 p.m.	Practice with the team
2.00 - 3.00 p.m.	Lunch and rest
3.00 - 5.00 p.m.	Strategic briefing class
5.00 - 6.00 p.m.	Watch game film
7.00 - 8.00 p.m.	Dinner
8.00 - 10.00 p.m.	Rest and sleep

## 7.2 Itinerary of Day 2

Time	Activity
6.00 - 6.30 a.m.	Wake up and shower
6.30 - 8.00 a.m.	Empty stomach cardio exercise
8.00 - 9.00 a.m.	Breakfast
9.00 - 10.00 a.m.	Health Checkup
10.00 - 2.00 p.m.	Strength and body conditioning training
2.00 - 3.00 p.m.	Lunch and rest
3.00 - 6.00 p.m.	Practice with team
7.00 - 8.00 p.m.	Dinner
8.00 - 10.00 p.m.	Rest and sleep

### 7.3 Itinerary of Day 3

Time	Activity
6.00 - 6.30 a.m.	Wake up and shower
6.30 - 8.00 a.m.	Empty stomach cardio exercise
8.00 - 9.00 a.m.	Breakfast
9.00 - 10.00 a.m.	Theory class
10.00 - 2.00 p.m.	Individual training with coach
2.00 - 3.00 p.m.	Lunch and rest
3.00 - 5.00 p.m.	Simulated match
5.00 - 6.00 p.m.	Meditation under tree
7.00 - 8.00 p.m.	Dinner
8.00 - 10.00 p.m.	Rest and sleep



2

All Sources

X

Match 1 of 2

- www.coursehero.com  
Internet Source - 8 urls

2%