

**EBFD2103**  
**FACILITY DESIGN MANAGEMENT**

**Purpose**

To equip students with facility design and space planning. The design of a space should meet the needs of the business organisation as well as the activities carried out in that space.

**Question 1: Report Writing**

This covid-29 pandemic has changed the economic landscape and community life as a whole. In tackling endemic challenges, an organisation must plan for business competitiveness by changing old processes to new ones to ensure business competitiveness and staff productivity. Students' task is to design a working space for their office workplace to accommodate the needs of the organisation in the post-pandemic. The task requirements are as follows;

- a) Explanation of the proposed organisation:
  - i) Vision and Mission and organisation structure
  - ii) Business nature and target customer
  - iii) Organisation facilities and system
  - iv) Organisation Business process
- b) Literature review:
  - i) Business trend for the year 2025
  - ii) Best practice of workplace planning
  - iii) Relation of workplace planning with staff productivity
  - iv) Relation of workplace planning with business success
- c) Analysis of the current space planning of the proposed organisation.
- d) Explanation of the findings of the analysis.
- e) Recommendation.

*QN/ *NS	CLO	Criteria/ Kriteria	Weight/ Pemberat	Excellent/ Cemerlang	Max Marks
				4	
Question 1	2	<b>Introduction to the case study:</b> <ul style="list-style-type: none"> <li>• Background, vision, mission, and location of the proposed case study.</li> <li>• Organisation facilities and core business (product or services).</li> <li>• Target customer and Business process.</li> <li>• System and standard used.</li> <li>• Others that related to organisation business process.</li> </ul>	1	Excellent introduction to the case study and detail explanation of the given topics.	4
Question 1	2	<b>Literatur Review:</b> <ul style="list-style-type: none"> <li>• Business trend for the year 2025</li> <li>• Best practice of workplace planning</li> <li>• Relation of workplace planning with staff productivity</li> <li>• Relation of workplace planning with business success</li> </ul>	1	Excellence literature review which covers all the given topics.  Detailed discussion on the data/information collected based on the topic given.	4
Question 1	2	<b>Analysis of the current space planning of the proposed organisation</b>	1	Excellence analysis of the current space planning of the proposed organisation	4
Question 1	2	<b>Explanation of the findings of the analysis</b>	2	Excellence explanation of the findings of the analysis	8
Question 1	2	<b>Recommendation</b>	2	Excellence recommendation which a detail justifications about the relationship of space planning with staff performance and business success.	8
Question 1	2	<b>Mechanics of writing and APA referencing.</b>	0.5	All references are cited appropriately. No mistakes in citations and writing references in APA system.	2

\*QN = Question Number / \*NS = Nombor Soalan