**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 sorganisation 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;**

1. **Explanation of the proposed organisation:**
2. **Vision and Mission and organisation structure**
3. **Business nature and target customer**
4. **Organisation facilities and system**
5. **Organisation Business process**
6. **Literature review:**
7. **Business trend for the year 2025**
8. **Best practice of workplace planning**
9. **Relation of workplace planning with staff productivity**
10. **Relation of workplace planning with business success**
11. **Analysis of the current space planning of the proposed organisation.**
12. **Explanation of the findings of the analysis.**
13. **Recommendation.**

**EBFD2103 FACILITY DESIGN MANAGEMENT / MAY 2025**

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| **\*QN/ \*NS** | **CLO** | **Criteria/**  **Kriteria** | **Weight/ Pemberat** | **Excellent/**  **Cemerlang** | **Max Marks** |
| **4** |
| **Question 1** | **2** | **Introduction to the case study:**   * **Background, vision, mission, and location of the proposed case study.** * **Organisation facilities and core business (product or services).** * **Target customer and Business process.** * **System and standard used.** * **Others that related to organisation business process.** | **1** | **Excellent introduction to the case study and detail explanation of the given topics.** | **4** |
| **Question 1** | **2** | **Literatur Review:**   * **Business trend for the year 2025** * **Best practice of workplace planning** * **Relation of workplace planning with staff productivity** * **Relation of workplace planning with business success** | **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** | **Analysis of the current space planning of the proposed organisation** | **1** | **Excellence analysis of the current space planning of the proposed organisation** | **4** |
| **Question 1** | **2** | **Explanation of the findings of the analysis** | **2** | **Excellence explanation of the findings of the analysis** | **8** |
| **Question 1** | **2** | **Recommendation** | **2** | **Excellence recommendation which a detail justifications about the relationship of space planning with staff performance and business success.** | **8** |
| **Question 1** | **2** | **Mechanics of writing and APA referencing.** | **0.5** | **All references are cited appropriately. No mistakes in citations and writing references in APA system.** | **2** |

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