Redditch Carnival 2021 Project

The Redditch Carnival takes place every year. It brings together different parts of the community and at the same time raises money for some of the local community projects.

The carnival starts with a parade through the streets, from the Town Hall to Redditch United's stadium. At Church Green, there are a range of activities and games, to entertain the crowds – including fairground rides and stalls. There will also be other fundraising events in the lead-up to the carnival itself.

Last year, the carnival was a great success, with about 8,000 visitors, meaning the community raised a lot of money to fund various projects across the town.

REDDITCH BOROUGH COUNCIL

making a difference

www.redditchbc.gov.uk

This table shows a summary of the accounts (money taken) for last year:

Activity	Income	Costs	Profit (Income - Costs)
Raffle	£950	£12.00	
Photographer	£1593.00	£115.00	
Market Stalls	£2004.00	£0.00	
Refreshments (Food & Drink)	£5600.00	£24.50	
Face painting	£1282.00	£85.10	
Fairground Rides	£13256.00	£2399.00	
Fairground Games	£978.00	249.00	
Crafts Activities	£544.50	£142.54	
Car Parking Fees	£3502.00	£100.00	

Activity 1: Spreadsheet Analysis

☐ A) Create the above table in a spreadsheet using Microsoft Excel and enter a title at the top.

☐ B) Complete the table by entering formulae to calculate the **Profit (Income - Costs)** made, by subtracting the costs from the income.

☐ C) Format all values as currency to 2 decimal places.

☐ D) Sort the table in **descending** order of **Profit (Income - Costs)**.

☐ E) Produce a column chart to display the **Income** for each **Activity.** Include a main title and axes titles. You don't need a legend.

☐ F) Add a row beneath the table to show the **Totals**.

Save the spreadsheet file in an appropriate folder.

Activity 2: Produce a Poster

Produce a poster designed to promote the next Redditch Carnival, due to take place on Saturday 25th September 2021.

The actual poster will be printed on large sheets of paper, but you can create your design on one side of an A4 size page.

You can include what you like in the poster (images, text and information), but make sure that it includes:

☐ A relevant title - you could make a logo for the carnival so that it looks more attractive. Do this by drawing an image, combining text with an image, or Word Art

☐ The date and time of the carnival - the carnival will be held from 11:00 am on Saturday 25th September 2021.

☐ Information about the activities available

☐ Images or photographs of the activities. You could find images by searching the internet.

Save the poster in an appropriate folder and a copy will be printed onto A4 later.

Activity 3: Produce a Sponsorship Form

One activity that has been scheduled is a sponsored Fun Run at Arrow Valley Lake. All money raised is given to Children in Need.

Produce a form that can be used by the runners to record sponsorship.

The design must include:

The following text at the top of the page:

_____ is doing a sponsored Fun Run for Children in Need, at the Redditch Town Carnival. Please will you sponsor me and help local children?

☐ Columns titled: Name, Address, Sponsorship Amount per kilometre (km), Total amount sponsored

☐ Rows for the information to be written

☐ A space for the total amount of sponsorship.

Save the sponsorship form in an appropriate folder.

**Activity 4: Produce a Presentation**

Produce a presentation, with up to 4 slides, to promote the carnival to volunteers. The purpose of the presentation is to persuade people to help with the work before and during the event.

Use the presentation to convince people that the event will be:

☐ exciting
☐ fun
☐ worthwhile

Your presentation should include these main sections:

☐ A title
☐ The main activities at the carnival (with information and images from your poster)
☐ Important tasks, e.g. those that are important for the safety of the public – First Aiders, Security etc.
☐ Reasons why people should volunteer to help.
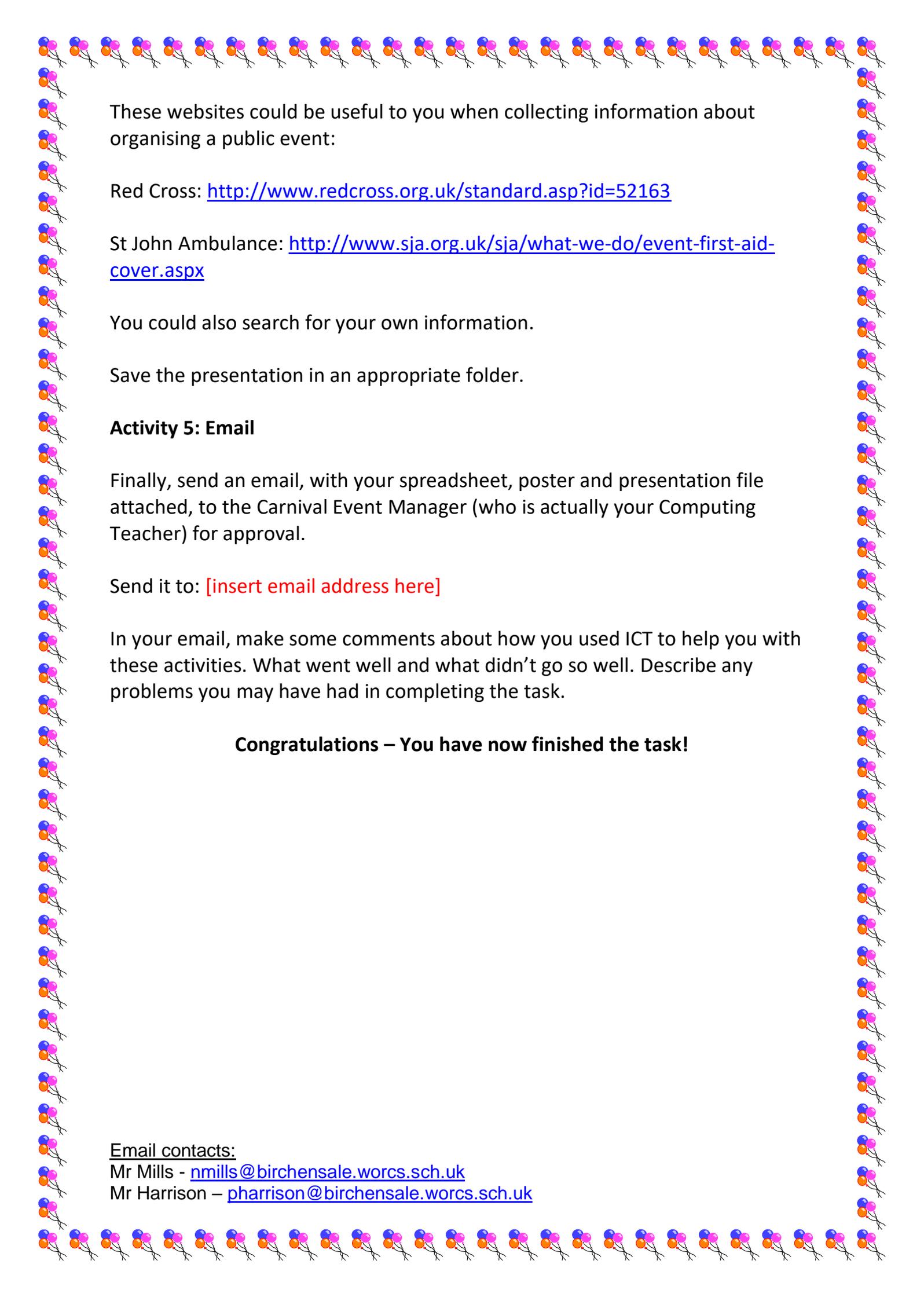
These websites could be useful to you when collecting information about organising a public event:

Red Cross: http://www.redcross.org.uk/standard.asp?id=52163

St John Ambulance: http://www.sja.org.uk/sja/what-we-do/event-first-aid-cover.aspx

You could also search for your own information.

Save the presentation in an appropriate folder.

Activity 5: Email

Finally, send an email, with your spreadsheet, poster and presentation file attached, to the Carnival Event Manager (who is actually your Computing Teacher) for approval.

Send it to: [insert email address here]

In your email, make some comments about how you used ICT to help you with these activities. What went well and what didn't go so well. Describe any problems you may have had in completing the task.

Congratulations – You have now finished the task!

Email contacts:
Mr Mills - nmills@birchensale.worcs.sch.uk
Mr Harrison – pharrison@birchensale.worcs.sch.uk