



A Certificate Training Program for the wedding & Event Planning Industry.

**FSB**EVENTS  
*Career Training Program*

A CERTIFICATE TRAINING PROGRAM FOR  
THE WEDDING & EVENT PLANNING INDUSTRY

Educate Inspire Encourage Achieve

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## START PLANNING WEDDINGS & EVENTS AS A CERTIFIED PLANNER AND START DOING WHAT YOU LOVE.....



### Hello Aspiring Wedding & Event Planner

Thank you for contacting FSB Events Career Training Program for weddings & Events. Are you an aspiring Event Planner? Do you love to organize and execute weddings and events? Are you imagining running your own business, planning events for clients who are looking to hire you?

Photographer, [www.jaxonphoto.com](http://www.jaxonphoto.com)



Most of us are afraid to pursue our dreams because we are scared of failure, or not having the support to get started. FSB Events Career Training Program is here to help and support you in the path of a successful career through our certificate training program.

Did you know over 30, 000 couples get engaged over the holidays, New Year and more will be engaged this upcoming valentines and special occasion throughout the year!!!That's right, every year it's an ongoing cycle, and guys pop that BIG

question **“WILL YOU MARRY ME?”** Bridal shows gear up every year to the demand of newly engaged couples, and so should you.

**Brides and grooms will need a wedding planner.** [FSB Events Career training Program](#) equips you with the knowledge to start working right away with clients.

### **Fulfill your dreams and goals NOW!**

Just imagine, clients calling you to plan their special event, and you are confident and knowledgeable to assist them. Becoming an event planner will allow you to be creative and help clients plan special moments in their lives.

Starting your own event planning business does not have to be difficult, or take a long time, all you need is the right assistance in getting started.

Our step by step training program is fit for the aspiring professional who wants to get the training to start a professional career.



Our easy learning course can get you started in a fulfilling career, teach you the skills and put you in the right direction toward starting your event planning business.

We provide all the necessary forms to get started and transition right into your own business. You can complete our course and receive your completion of certificate in 1- 3 months the pace is up to you. If you have the passion for event planning, and love to create beautiful wedding and parties, FSB Events career training program is for you.

Review information below and let us know if you have any questions.



# Learn how to plan fabulous events for your clients

How our professional program can offer you many career options.

## Start your event planning Business

Our event planning course will teach you everything you need to know to be knowledgeable and equip to start your own business, set your own hours and be your own boss.

Once you complete our program you will be ready to pursue your career. We will start you in the right direction with all the forms you will need to get your business going.

## Work as a corporate event Planner for a hotel or corporation

Planning conference meetings, company recognition events, team building event, product launches are just some of the types of various events you will be responsible

to manage as an in house event planner.

## Work for an Event Planning Company

Start an exciting career with an established event planning company; you can join their team and bring a wealth of knowledge from our event planning certificate program. Learn how the experts are planning weddings in the industry.

## Work as a wedding coordinator/director at a church

Most churches that conduct weddings will need a wedding director on staff. Our program will certify you to work as a professional wedding director and be trained the proper way a wedding is conducted in a traditional church setting



# The Wedding & Event Planning Course

## About the Course

Photographer, [www.jaxonphoto.com](http://www.jaxonphoto.com)



Weddings and special events planning is a growing industry, most people are too busy to plan events themselves, so they rely on professional event planners to help them plan, coordinate and direct their special events. Our wedding planning course is taught with the highest level of standards and learning curriculum, our unmatched certificate program professionally trains and prepares our students to exceed far beyond what's expected in the event planning field. This user friendly course, interactive learning projects, and hands on learning materials are designed to teach you the skills and guide you into

a fulfilling career. Take a look at what's offered in our class. This course is perfect for those interested in planning weddings and all type of events such as, corporate events, baby showers, parties, etc.

## WHAT YOU WILL LEARN

**Understanding your role as a wedding & Event planner** - Students will learn the true description of a wedding coordinator, what a coordinator is not, and the components of a planner, director and coordinator. Learn the skills you need to be a professional planner.

**Learn wedding history and how to conduct a wedding ceremony** - We will teach you the history of weddings past and today, the difference between some cultures and marriage requirements.

**How to conduct a wedding reception** - Students will learn a coordinators duties and responsibility at the reception, how to coordinate responsibilities in the time line and transition the flow of the reception.

**Creating an event design, style and theme** - We will teach you how to assist your client with her style, design and theme of event, what to ask, how to bring out your client's personal style and guide her with selecting colors and creativity.



**Wedding etiquette** - Students will learn the proper wedding etiquette for a wedding, and who pays for what. Wedding invitation etiquette and protocols.

**Planning a wedding time line** - Student learns how to effectively create a time line, stay on schedule techniques, tips on how to manage everything, and keep the flow transparent.



**Establishing a budget** - Learn the components on how to create a budget for your client, what factors to consider and how to keep track of spending.

#### **Vendor relations and negotiation contracts - Part A -**

Student will learn how to build relations with vendors and what questions to ask, how to create resources of vendors for your preferred client list, how to negotiate for your client, the proper way to set up appointments, what your bride can expect, how to confirm vendors contract.

**Vendor Relations - Part B** - Our preferred vendors such as, photographer, cake vendor, DJ, and stationery artist will join our call and share information on their services, what to expect when sitting with vendors. They will Show you some of their

work, and why hiring a professional vendor is so important.

**How to conduct a wedding rehearsal** - Students will be taught step by step the way to run a rehearsal from beginning to end. Tips on making sure the wedding day runs smoothly, and an easy step by step form will be given so students can use it as a guide.

**Start your own business** - Students will get all the necessary forms to start booking clients. How to conduct a consultations, questions to ask, how long your interview should take, what questions to expect from a bride, follow up techniques to get the contract.

**Corporate Planning & Event Management Class** - Learn how to produce corporate events, and large scale social events such as, baby showers, birthday parties etc. The components of a party planner, event producer and event manager.

**Plan your own mock wedding for the final exam and take quiz** - Students will be given a scenario of a couple and have to plan a mock wedding, research vendors, and create a wedding with their style and creativity. Students will present photos from things they have selected for their mock wedding. This is

part of their final exam. Once you pass the class your certificate will be mailed to you within 7 business days.

"No matter how you take our course, it's taught the same way! That's what our students love so much about our program"

### Home Study Self-Paced Course

Once you enroll in the Home Study Self-Paced course you will receive your study and learning package in the mail. Each student will be provided support through our resource center and you will be assigned a coaching instructor to assist with any questions via email or phone during your enrollment. Students have 2 short exams they must complete and email to their instructors during their enrollment.

Once you are completed with the course you will received an 1 hour one on one personal coaching session with your instructor vial conference, this session is designed to answer any questions you may have about the course, getting started in your career and to make sure you're on a successful path in achieving your career goals..

Career Investment: \$499 | Registration fee, 25.00 ([Special 449.00 Limited time only](#)). Code: WEHS course.

### Online Course

Fun and interactive online class, each student will be given a link to log into the class via computer. An Instructor will conduct the class and students will be able to view screens with the learning modules, interact with instructor and other students through chat screen, and talk through audio headset to participate in class. [Read more](#) FAQ'S

Career Investment: \$559.00 | ([Special 529.00 Limited time only](#)). Take advantage of our Easy Payments Options. 2 easy payment of 202.00. Code: WEOL course.

Check website for upcoming classes.

### -Atlanta- Class Room



The Resource Center

Classes are offered in a class room setting in Atlanta. Classes are scheduled every 6 months. The class is based on how many local students we have interested in taking the class.

Our Classes are taught in Atlanta our home base location, we also travel to teach this course throughout the USA.

**The Greater Piney Grove Baptist Church- 1879 Glenwood Ave. S.E, Atlanta Ga. 30316** **Next Class:** October 10, 2019. [Click here for class details.](#)

[Lunch will be provided](#)

## Study & Learning Material Included:

- Wedding Planning Management Module Training Book
- Professional Business E-forms to use in your new career



# FREQUENTLY ASKED QUESTIONS & BENEFITS

## What are the registration requirements for FSB Events, CTP courses?

To enroll in our professional course you must comprehend written and spoken English, be computer literate, and be at least 18 years of age.

## What do I need to take the course through your program?

A computer with the Internet, note book & pen and an audio headset. Instructor will advise where to get your headset from. Price range about 25.00-40.00. System Requirements (Windows® 7, Vista, XP or Mac OS® X 10.6 or newer.

**How will I participate in the online classes?** Each student will be given a link to log into the class. An Instructor will conduct the class and students will be able to view screens with the learning modules, interact with instructor through chat screen, talk through audio headset to participate in role playing and interacting learning projects.

**What is the difference between the online class and the home study self-paced?** The curriculum is the same, the online class is taught with a lead instructor online and the self-pace gives the students an option to learn and study on their time within a 90 day period. The class price is different also.

## How do the self-pace home study course works:

Each student will be provided support through our resource center and you will be assigned a coaching instructor to assist with any questions via email or phone during your enrollment. Students have 3 short exams they must complete and email to their instructors during their enrollment.

Once you are completed with the course you will received 1 hour of a one on one personal coaching session with your instructor, this session is designed to answer any questions you may have about the course, getting started in your career and to make sure you're on a successful path in achieving your career goals.

**What is expected from each student?** Students are required to participate in all classroom assignments, exams and roll playing activities when called upon. Must maintain an 80 average in class room exams & homework. All projects must be completed. Have a positive attitude, and ready to learn.

**Do you offer Job placement?** Because we are an online school and service students all around the world, we do not offer job placement. Your Instructor can tell you how to get started in your career and what steps to take. In some cases, we are able to referrer some companies depending on the situation.

**What subjects are taught in the courses?** Some of the information covered includes, wedding traditions, establishing a budget, selecting vendors for your clients, how to start & market your business, how to set your fee and event design (how to pull your color, style & theme together). Etc.





**Who benefits from this course?** Any one that wants to become a professional planner and start a business or someone that has been a planner but never had the proper training, a bride that is thinking about planning her own wedding, anyone who has an interest in event planning.

**How long is the class?** Each class range is different, depending on what course you are interested in. See course and schedule. Each student that passes the exam will receive a certificate of achievement award.

**How much does the course cost?** Each course is different. Please view class details. You must register and pay your registration fee. Depending on the program you are interested in our certified courses ranges from 449.00 -689.00. We have great payment options to get you started.

**What is your refund policy?** You can cancel your enrollment up to 7 days before the online class starts and will be given a full refund EXCEPT a class hold registration fees of 75.00. Please allow 14 day for the refund. There is no refund once you have started the class, however you can reschedule your class at any time up to 2 months. (Provided when a class is scheduled on our calendar.) Please note any changes to these terms will be advised upon enrollment. There are not refunds on the home study course once it is mailed to you.

**How do I get started? What's the first step?** Contact program and register for the class.

FSB Career Training has helped so many aspiring Students to pursue their dreams of becoming a wedding & Event Planner.

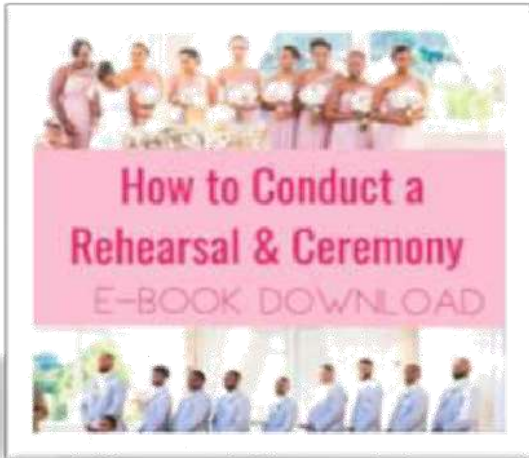


*This program was exactly what I finally needed to push myself. I have wanted to get trained for so long, and I was just doing it and I thought I knew what I was doing until I took this course FSB thank you so much for giving us so much in this class. I have already booked 2 events.*

**R. Billingham - "Online Class"**

## Did you know we offer easy downloads?

Downloads are included when you take our course. Or you can also purchase separately.



*How to conduct a rehearsal and a ceremony for the DIY Bride or newly wedding planner. This e-download online study guide gives you easy step by step guideline and form to use at your rehearsal.*

*Form included: Step by step rehearsal guide & directing form to use at rehearsal.*

*- Price 8.99 -*



*Stay on task and organized with our wedding checklist and planning guide e-booklet. This handy informational guide can keep you well informed on where you are in the planning process at all times. Brides, new wedding planners and seasoned planner use this step by step to keep everything in order and help track you're to do list all in one place. Print it and put in your brides profile folder and track each step of the planning process.*

*- Price 9.99 -*



**FREE download!** - Send me 10 things BRIDES expect when hiring a wedding planner-

## Meet Shondola Evans

Master Planner | Program Director | Instructor



*As your Instructor I am here for you from the beginning all the way until the end.*

Founder of FSB Events, planning and floral design in 2003, (Formally, Flowers So Beautiful). Shondola has been assisting clients and brides in the event planning industry since 2003. Her company has been awarded best of Atlanta Bridal in 2006, 2008 and 2012, and has been a preferred vendor since 2005.

Shondola is a certified wedding planning professional and floral designer. She received her certificate at Georgia Perimeter College in 2003 for Floral Design and 2005 completing the Wedding Coordination Certificate, since then she has been fulfilling her passion in planning special occasions and designing beautiful weddings for her clients.

Shondola established an intern training program through her company in 2008, after determining the need for trained event professional. She then developed [FSB Events Career Training Program](#) in 2011, a division of her planning company to professionally equip aspiring event planners to become certified. Her knowledge and expertise in this industry along with professional training ignited a passion to help others achieve their dreams.

Shondola is an active volunteer at her church, The Greater Piney Grove, under the leadership of Rev. Dr. William E. Flippin Sr, Pastor. She serves as the lead wedding & event coordinator, and also volunteers as a sign language interpreter. She has been married for 15 years and loves to travel and visit her family.

Shondola has the passion and is dedicated to teaching and developing students and has certified many individuals through her career training program; empowering them to achieve their highest potential to be successful.



# Student Testimonies

*"My overall experience was phenomenal! I wouldn't change a thing. The instructor was very knowledgeable and informative. She answered each question in a very detailed manner. The material was very helpful and clear. I was able to visualize exactly how the material was explained therefore, giving me the insight I need to succeed in becoming a wedding/event planner. I would definitely recommend this course to anyone that is interested in learning wedding/event planning. It gives you very personable firsthand experience of how it should be conducted in an professional manner. I personally don't see or have any suggestions of how to improve this course. My experience again was phenomenal. I truly believe I got my monies worth out of this course. I gained a lot of knowledge and personal attention that I wasn't expecting to receive. To anyone looking to pursue or change their career path to wedding/event planner....this is the place to gain that knowledge and experience.*

**"Mrs. S. Reese**



*I am very grateful I took this course. I love planning events before I took this course but now I realized that I am going to love planning weddings just as much as any other event. After completing this course, I realized I want to not only plan events/weddings but I also want to have my own company that specializes in just that. I would suggest this course to anyone interested in becoming an event/wedding planner. **"Ms. Khaila***



**Start fulfilling your dreams and goals now!**

Get trained and certified and start helping 2018-2019 brides and client with weddings and events. Don't let this year pass without saying YES to your passion and dreams.

*Thank you for your time and consideration. Are you ready to Enroll?*

[Register now](#) and save your spot.

**W:** <http://www.fsb-events.com/careers> / **P:** 404-216-0047 / **E:** [classes@fsb-events.com](mailto:classes@fsb-events.com)

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