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a) Off-site registration is where you register for the event not on the event, e.g. website pages, including the register page for the City to Surf marathon. On-site registration is where you register for an event at the event. They are usually desks with employers behind them with registration forms which include event information and they have registration packs, e.g. for a fun run would include: waters, snacks, protein, timer and sweat bands. Using an off-site registration is important as it shows how many people are participating so you are prepared. On-site is used for employment opportunities and to better the community.

b) Operating systems and software programs used for participant's registration in the 2016 Gold Coast Marathon could be a website for the marathon where you can register and provides information about the day. Types of information that should be recorded is a registration form, for

the use of employers. This form includes: event information, name, number, address, form of payment, form of transport (if needed), dietrary requirements and emergency contacts. Another form of information needed for the organisers of the marathon is ~~the~~ the need of staging components. E.g. what equiptment needed, (fences, toilets, water station and emergency services), Map, contact list, evacuation plan, what employers are where and controlling what and security.

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To set up the '2016 Gold Coast Marathon' event organisers have to liase with the council of the area to set up propositions for the running of the race. There will be road closures and more traffic than usual. The local council and event organisers will need to set up restrictions for the traffic. New traffic routes and more parking will need to be put in place. Spectators will need to have seating areas and shelter from the weather. A set of procedures can include; blocking off roads and putting in place a 'new route' ~~event~~ for the day, other things could include more parking and a designated area for spectators to park with a set fee for the day. Food~~s~~ stalls ~~could~~ could be set up and placed along the route so spectators can stay and eat whilst watching the Marathon. A marathon usually includes a bicycle ride, a

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swim and a run. Spectators might want to watch one part or all of it. All three aspects of the race will need to be contained within a certain area. For the full length of the race, area restrictions will be put in place. Fences will line the track so ~~even~~ the people racing in the event stay on track and are not interupted by spectators~~ing~~ running across the track. Lifeguards, emergency services and security will be placed around the event in case of an emergency or if something goes wrong. ~~Spectator.~~ Spectators may want to stay on the beach to watch. With this spectators can sit on the beach to watch. The key phase in the event staging is the beginging and end of the ~~event~~ staging process. It needs to be timed so ~~that~~ traffic isn't stopped for no reason and that the track isn't up days before the event. The track of the event

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needs to be the full length stated. organisers need to have an easy run system so event attendees go from one to the other and so its runs in an organised manner. The key phase of the event is the finishing of the events running. If all went smothley ,etc, will be seen by then. Once the event is fully set up the key phase of the event will be finished. Events are a cataylast for tourism. With this event people from other areas will also come to watch the event allowing for tourism to also happen. The event will be a selling point for the Gold coast as other attractions will benefit from the event occuring and more tourists will allow for buisnesses in the area to benefit and to grow.

☐ ⇐ Tick this box if you have continued this answer in another writing booklet.

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