

Methodological tool: Money Money Money

Number of methodological Tool	EUPA_LO_067_M_001
Work Area Code and Title	WA7: Business Travel, Diary Systems, Meeting organization and event management
Unit Code and Title	3.10 Organise business travel and accommodation arrangements
Learning Outcome Number and Title	LO067: Demonstrate ability to arrange credit and payment facilities for travelers in conformity with budgetary procedures.
Objective of the methodological tool	After the completion of this activity, participants will be able to: <ol style="list-style-type: none"> 1. List issues related to financing of a business trip 2. Discuss advantages and disadvantages of certain types of financing
Approximate Time needed for the completion of this exercise	10 minutes
Individual or group exercise	<input type="checkbox"/> Individual <input checked="" type="checkbox"/> Group
Type of methodological tool	<input type="checkbox"/> Written exercise <input type="checkbox"/> Group exercise <input type="checkbox"/> Video analysis <input type="checkbox"/> Simulation <input type="checkbox"/> Multiple choice <input type="checkbox"/> Group exercise with cards <input type="checkbox"/> Exercise using ICT <input type="checkbox"/> Role play <input checked="" type="checkbox"/> Group discussion <input type="checkbox"/> Case study <input type="checkbox"/> Creative Group Work
Description of the exercise/Procedure	<p>Group discussion questions:</p> <p>A, List different methods of financing the business travel</p> <p>B, What issues do you need to keep in mind?</p> <p>C, What are the advantages and disadvantages of the methods that you have mentioned above?</p> <p>D, How would you suggest that the travel from the previous exercise (LO_064_M_001) should be financed?</p>
Exercise is accompanied by	N/A
Exercise solution	Company budget and policy should be mentioned Slides 67-72
Other comments to the trainer	N/A

