

Abby Allison

# TOKEN OF TEACHING

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## Weekly Report 01/03/2017-01/06/2018

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Over the week, I primarily focused on my digital portfolio, presentation board and original work. Luckily, the past three days have not been stressful because I completed a lot of work over break.

My mentor and I discussed the progress of my original work. My mentor was a huge help to my understanding of a request for proposal. I learned there are three keys to writing a good request for proposal: people, process and technology. In regards to people, you must address the impact on guests or vendors and with process you address everything which must occur from the entry point to the end. In addition, I learned writing a request for proposal was a valuable skill and some people's job. I chose writing an RFP and a report discussing the reaction of tourists on the idea of an immersive Star Wars themed hotel to get in the mindset of what a management consultant analyzes, but this also gives me a look into other jobs like sourcing and procurement. All of the information I gained from my call with my mentor will be a huge help to my original work. My questions about writing the request for proposal, mostly about the scope and description were answered. This week was also successful because other than attaching pictures of myself and checking it with the rubric, my digital portfolio is ready to publish.

Next week, I will finish the scope and description portion of my request for proposal and report on the reaction of the public of the new Star Wars hotel. Also, I will put the finishing touches on my digital portfolio.