

Case Study: Managing Workload Surges

Course: Sensitizing Flexibility

Group No:	
Date:	
Members:	
Chosen Prioritization Strategy:	

Task	Priority Level	Rationale
Room Allocation		
Welcome Drinks		
Baggage Handling		
Guest Communication		
Additional Staffing		

Note: Submit the completed form to your immediate supervisor or team leader for feedback.

Supervisor / Team Leader Feedback:	
Name and Signature:	