



Reed Training Center

BROKER - CLASS SYLLABUS

		<u>Read</u>	<u>Read</u>		
<u>Date</u>	<u>Topic</u>	<u>NATIONAL</u>	<u>MD LAW</u>	<u>Homework</u>	<u>Mid-Term Exam</u>
10/14/2024	Orientation				
	Google Drive				
	Introduction to Real Estate				
	Introduction to Real Estate	Cortesi - Ch 1			
	Real Estate Concepts	Cortesi - Ch 2			
	Homework			Diagnostic Test 1	
	Real Estate Law				
	Government Powers	Cortesi - Ch 3			
	Encumbrances	Cortesi - Ch 4			
	Encumbrances and Liens	Cortesi - Ch 5			
	Real Estate Law and Ownership				
	Legal Description	Cortesi - Ch 6			
	Homework			Diagnostic Test 2	
10/19/2024	Continuing Education Classes	CE Credits			
	Ethics				
	Brokerage Relationship				
	Fair Housing				
10/21/2024	Real Estate Law and Ownership				
	Freehold Interests in Real Estate	Cortesi - Ch 7			
	Real Estate Ownership				
	Leasehold Estates in Real Estate	Cortesi - Ch 8			
	Forms of Ownership	Cortesi - Ch 9			
	Homework			Diagnostic Test 3	
10/23/2024	MID-TERM 1 - Diagnostic 1 - 3			Diagnostic 1 - 3	
	Discussion on Management Issues				
	Ex: Real Estate - Anti-Trust				
	Recruiting, Selecting & Retaining				
October	Work on Project of Choice				
	Select a project that will benefit your business				
	Define the Purpose				
	Structure the Concept				
	Create the Plan				

10/28/2024	Transferring Real Estate				
	Transferring Title	Coresti - Ch 10			
	Recording Title	Cortesi - Ch 11			
	Real Estate Closing	Cortesi - Ch 12			
	Homework			Diagnostic Test 4	
11/2/2024	Business Planning Workshop				
	<i>Write a Business Plan</i>				
	Developing a Plan				
	Handout - Template for Business Plan				
11/4/2024	Real Estate Brokerage				
	Agency and Real Estate Brokerage	Cortesi - Ch 13			
	Real Estate Contracts	Cortesi - Ch 14			
	Brokerage Agreements	Cortesi - Ch 15			
	Real Estate Licensing Laws	Cortesi - Ch 16			
	Fair Housing Laws	Cortesi - Ch 17			
	Homework			Diagnostic Test 5	
11/12/2024	Real Estate Valuation				
	Appraisal Process	Cortesi - Ch 18			
	Methods of Estimating Value	Cortesi - Ch 19			
	Homework			Diagnostic 6	
11/13/2024	MID-TERM 2 - Diagnostic 4 and 5				Diagnostic 4-5
	Individual Study Project				
	Business Policies and Procedures				
11/18/2024	Real Estate Finance				
	Lending Laws and Government Activ	Cortesi - Ch 20			
	Loan Instruments	Coresti - Ch 21			
	Lending Practices	Cortesi - Ch 22			
	Types of Real Estate Loans	Cortesi - Ch 23			
	Homework			Diagnostic 7	
11/23/2024	Continuing Education	CE Credits			
	MD Supervision - Brokers				
	MD Legislative				
	Negotiation with Sellers & Buyers				
11/25/2024	Speciality Topics				
	Property Management	Cortesi - Ch 24			
	Tax Advantage of Home Ownership	Cortesi - Ch 25			
	Real Estate Investments	Cortesi - Ch 26			
	Homework			Diagnostic 8	
	Topic of Discussion				
	What's Happening in Real Estate				
	Leadership and Negotiation				

12/2/2024	MD Law				
12/3/2024	MID-TERM 3 - Diagnostic 6, 7, & 8				Diagnostic - 6-8
	MD Law				
12/16/2024	Wrap-up of class				
12/18/2024	National and State Final Exam	2 Hours			
	Law Exam - 40 Questions	30 mins			
	National Exam - 90 Questions	90 Mins			
	Submit Business Plan				
	Submit Policy and Procedure Manual				
	Discussion Points				
	Management				
	Challenge of Change RE Market				
	The Manager				
	Manager in Leadership				
	Management Skills				
	Communications and Decision Making				
	Develop a Business Plan and Policy and Procedure Manual				
	Read - Sample of Business Plans				
	Read - Sample of Policy & Procedure Manual				
	Starting a Real Estate Business				
	Changes in the Real Estate Market				
	Leadership and Negotiation Skills				
	Different Types of Leaders				
	Management Skills				
	Communications and Decision Making				
	Organizational Structure				
	Finance, Marketing, & Recruiting & Selecting				
	Analyzing the Market				
	Managing Risk				