



Reed Training Center

BROKER - CLASS SYLLABUS

		<u>Readings</u>		<u>Readings</u>			
<u>Date</u>	<u>Session</u>	<u>Topic</u>	<u>NATIONAL</u>	<u>MD LAW</u>	<u>Homework</u>	<u>Mid-Term Exam</u>	
6/29/2026	1, 2, & 3	Introduction to Real Estate					
		Introduction to Real Estate	Cortesi - Ch 1				
		Real Estate Concepts	Cortesi - Ch 2				
		Real Estate Law					
		Government Powers	Cortesi - Ch 3				
		Encumbrances	Cortesi - Ch 4	White - Ch 8			
		Encumbrances and Liens	Cortesi - Ch 5	White - Ch 8			
		Homework			Diagnostic Test 1		
					White - Ch 8		
7/2/2026	4, 5, & 6	Real Estate Law and Ownership					
		Legal Description	Cortesi - Ch 6	White - Ch 10			
		Freehold Interests in Real Estate	Cortesi- Ch 7	White - Ch 4			
		Real Estate Ownership					
		Leasehold Estates in Real Estate	Cortesi- Ch 8	White - Ch 12			
		Forms of Ownership	Cortesi - Ch 9	White - Ch 4			
		Homework			Diagnostic Test 2		
					Diagnostic Test 3		
					White - Ch 4, 12		
7/6/2026		Study for Mid-Term 1 Exam	Diagnostic 1 - 3		Diagnostic 1 - 3		
					White 4, 8, 12		
7/8/2026		MID-TERM EXAM - 1	Diagnostic 1 - 3			Diagnostic 1 - 3	
			White 4, 8, 12			White 4, 8, 12	
		Administered through Google Forms - in class - 60 minutes					
7/9/2026		How to Write a Business Plan and Policy and Procedure Manual			Handouts - Google Drive		
Office Work		Develop a Business Plan and Policy and Procedure Manual					
No Class		Write the Business Plan					

		Write the Policy and Procedure Manual				
7/13/2026	7, 8 & 9	Transferring Real Estate				
		Transferring Title	Cortesi- Ch 10	White - Ch 10		
		Recording Title	Cortesi - Ch 11	White - Ch 10		
		Real Estate Closing	Cortesi - Ch 12	White - Ch 11		
		Homework			Diagnostic Test 4	
					White - Ch 10, 11	
7/16/2026	10, 11, & 12	Real Estate Brokerage				
		Agency and Real Estate Brokerage	Cortesi - Ch 13	White 2 and 6		
		Brokerage Relationship and Disclosure	3 Hrs		Handout - Google Drive	
		Real Estate Contracts	Cortesi - Ch 14	White - Ch 7		
		Brokerage Agreements	Cortesi - Ch 15	White - Ch 5		
		Homework			White - 2, 5 - 7	
7/20/2026	13, 14, & 15	Real Estate Licensing Laws	Cortesi - Ch 16	White - Ch 1		
		Fair Housing Laws	Cortesi - Ch 17	White - Ch 3		
		Fair Housing - National and MD Law	1.5 Hrs			
		Homework			Diagnostic Test 5	
					White 1, 3	
7/23/2026		Work on Business Plan and P&P Manual				
		Review Homework - National			Diagnostic 4 and 5	
		Review Homework - MD Law			White 1, 2, 3, 5, 6, 7	
7/27/2026		Study for Mid-Term 2 Exam	Diagnostic 4-5		Diagnostic 4 and 5	
					White 1-3, 5-7	
7/29/2026		MID-TERM 2 - Diagnostic 4 and 5				Diagnostic 4-5
						White 1,2,3,5,6,7
		Administered through Google Forms - in class - 60 minutes				
7/30/2026	16, 17, & 18	Real Estate Valuation				
		Appraisal Process	Cortesi - Ch 18			
		Methods of Estimating Value	Cortesi - Ch 19			

		Real Estate Finance					
		Lending Laws and Government Activities	Cortesi - Ch 20	White - Ch 9			
		Homework			Diagnostic Test 6		
					White - Ch 9		
8/3/2026	19, 20, & 21	Real Estate Finance					
		Loan Instruments	Coresti - Ch 21	White - Ch 9			
		Lending Practices	Cortesi - Ch 22	White - Ch 9			
		Types of Real Estate Loans	Cortesi - Ch 23				
		Speciality Topics					
		Property Management	Cortesi - Ch 24	White - 12 & 13			
		Tax Advantage of Home Ownership	Cortesi - Ch 25				
		Real Estate Investments	Cortesi - Ch 26				
		Homework			Diagnostic 7 & 8		
					White - Ch 12 & 13		
8/6/2026	22, 23, & 24	Maryland Real Estate Law					
		Maryland Ethics					
		Maryland Ethics	3 Hours				
		Sec. 09.11.02.01 - Relations to the Public					
		Sec. 09.11.02.02 - Relations to the Client					
		Sec. 09.11.02.03 - Relations to Fellow Licensees					
		NAR Code of Ethics - Articles 1 -17					
		History and Enforcement of the Code					
		Maryland Supervision	1.5 hrs				
		Homework			White - Ch 14		
8/10/2026		Study for Mid-Term 3 Exam					
		Review Homework - National			Diagnostic 6, 7, 8		
		Review Homework - MD Law			White 9-11, 13-14		
8/12/2026		MID-TERM 3 - Diagnostic 6 - 8				Diagnostic - 6-8	
						White 9-11, 13-14	
		Administered through Google Forms - in class - 60 minutes					
		Completion of the National and State Books					

8/13/2026	Study for Final Exam				
	REVIEW				
	National Final Exam - Mid-Term 1 - 3				
	MD Final Law Exam				
8/17/2026	National and State Final Exam	2 Hours			FINAL EXAM
	Law Exam - 40 Questions	30 mins			
	National Exam - 90 Questions	90 Mins			
	Administered through Google Forms - in class - 120 minutes (2 hours)				
8/20/2026	Guide to Passing the PSI Real Estate Exam				
	Chapter 1 - Use of the Manual				
	Chapter 2 - Examination and Study Strategies				
	Chapter 3 - Property Ownership				
	Chapter 4 - Land-Use Controls and Regulations				
	Chapter 5 - Valuation and Market Analysis				
8/24/2026	Guide to Passing the PSI Real Estate Exam				
	Chapter 6 - Financing				
	Chapter 7 - General Principles of Agency				
	Chapter 8 - Property Disclosures				
	Chapter 9 - Contracts				
8/27/2026	Guide to Passing the PSI Real Estate Exam				
	Chapter 10 - Leasing and Property Management				
	Chapter 11 - Transfer of Title				
	Chapter 12 - Practice of Real Estate				
	Chapter 13 - Real Estate Calculations				
8/31/2026	Guide to Passing the PSI Real Estate Exam				
	Broker Examination 1				
	Broker Examination 2				
	Maryland Law				
	Practice Exam 1				
	Practice Exam 2				
	Handouts - Title 17				

	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				