

REAL ESTATE STUDY 2010

Prepare to Excel

Course 5			
Course 5	REAL ESTATE OVERVIEW	Week 1	
Monday	Work in the Real Estate Industry/ Risk Management	Oct 11	
Tuesday	Identify Legal & Ethical Requirements	Oct 12	
Wednesday	Interpret legislation to complete Agency Work	Oct 13	
Thursday	Student free day	Oct 14	
Friday	Student free day	Oct 15	
	PROSPECTING AND LISTING	Week 2	
Monday	Appraise Property	Oct 18	
Tuesday	List Property for Sale	Oct 19	
Wednesday	Student free day	Oct 20	
Thursday	Market Property for Sale	Oct 21	
Friday	Student free day	Oct 22	
	MARKETING	Week 3	
Monday	Establish & Build Client Agency Relationship	Oct 25	
Tuesday	Establish & Build Client Agency Relationship	Oct 26	
Wednesday	Student free day	Oct 27	
Thursday	Student free day	Oct 28	
Friday	Student free day	Oct 29	
	BUSINESS & PROPERTY DEVELOPMENT	Week 4	
Monday	Develop Strategic Business Plan	Nov 1	
Tuesday	Student free day	Nov 2	Melb Cup
Wednesday	Work in Business Broking Sector	Nov 3	
Thursday	Present Property Reports	Nov 4	
Friday	Present Property Reports - half day	Nov 5	
	DOCUMENTATION	Week 5	
Monday	Student free day	Nov 8	
Tuesday	Student free day	Nov 9	
Wednesday	Identify Legal & Ethical Requirement of Prop Sales....	Nov 10	
Thursday	Identify Legal & Ethical Requirement of Prop Sales....	Nov 11	
Friday	Identify Legal & Ethical Requirement of Prop Sales....	Nov 12	
	PROPERTY SELLING	Week 6	
Monday	Prepare for Auction	Nov 15	
Tuesday	Negotiate Effectively in Property Transactions	Nov 16	
Wednesday	Sell & Finalise the Sale of Property by Private Treaty	Nov 17	
Thursday	Student free day	Nov 18	
Friday	Student free day	Nov 19	
	PROPERTY MANAGEMENT	Week 7	
Monday	Property Management (SOA Final Day)	Nov 22	
Tuesday	Property Management (Cert IV Students ONLY)	Nov 23	
Wednesday	Property Management (Cert IV Students ONLY)	Nov 24	
Thursday	Student free day	Nov 25	
Friday	Student free day	Nov 26	
<p>NB: If a student is undertaking a traineeship or full Certificate IV in Property Services (RE) there are three subjects to be completed by external study: Market the Agency, Develop Work Priorities and Implement Customer Service Strategies in the Property Industry.</p>			