COURSE ID: R.E. 110  
TITLE: Real Estate Practice  
Units: 3.0 units  
Hours/Semester: 48.0-54.0 Lecture hours  
Method of Grading: Letter Grade Only  

2. COURSE DESIGNATION:  
Degree Credit  
Transfer credit: CSU  

3. COURSE DESCRIPTIONS:  
Catalog Description:  
Real estate sales practices in California emphasizing the daily activities of agents and brokers, some of their key legal responsibilities, professional ethics, and how real estate sales agents achieve their greatest success. Meets the State requirement as one of three courses for the RE salesperson's license. Also, accepted for credit for the broker's license.  

4. STUDENT LEARNING OUTCOME(S) (SLO'S):  
Upon successful completion of this course, a student will meet the following outcomes:  
1. REAL ESTATE SALES TRANSACTIONS: Demonstrate knowledge of the (primarily: residential) real estate purchase-sales transaction and how it typically proceeds, with emphasis on the roles of the brokers and sales agents.  
2. NEGOTIATIONS IN REAL ESTATE TRANSACTIONS: Demonstrate knowledge of the typical negotiations in the real estate sales transaction, and key elements of concern to the buyer and seller in the normal residential sales transaction.  
3. LEGAL RESPONSIBILITIES: Demonstrate knowledge of an agents’ legal responsibilities to their clients, other parties in the transactions, and society at large.  
4. CURRENCY OR TOPICALITY: Demonstrate knowledge regarding what is going on today's local real estate markets and realty sales practices. (“Current events in the industry.”) Relate these to success in the real estate field. Discern where possible trends, new technologies, the directions of pertinent law, licensing testing developments, may be headed, etcetera  

5. SPECIFIC INSTRUCTIONAL OBJECTIVES:  
Upon successful completion of this course, a student will be able to:  
1. REAL ESTATE SALES TRANSACTIONS: Demonstrate knowledge of the(primarily: residential) real estate purchase-sales transaction and how it typically proceeds, with emphasis on the roles of the brokers and sales agents.  
2. NEGOTIATIONS IN REAL ESTATE TRANSACTIONS: Demonstrate knowledge of the typical negotiations in the real estate sales transaction, and key elements of concern to the buyer and seller in the normal residential sales transaction.  
3. LEGAL RESPONSIBILITIES: Demonstrate knowledge of an agents’ legal responsibilities to their clients, other parties in the transactions, and society at large.  
4. CURRENCY OR TOPICALITY: Demonstrate knowledge regarding what is going on in today's local real estate markets and realty sales practice. (“Current events in the industry.”) Relate these to success in the real estate field. Discern where possible trends, new technologies, the directions of pertinent law, licensing testing developments, may be headed, etcetera  

6. COURSE CONTENT:  
Lecture Content:  
1. Real Estate Career Paths and How to Get Started Successfully  
2. Skills Needed or Useful in Real Estate work  
3. Getting good Listings (inventory of properties you can sell)  
4. Finding good (qualified and motivated) Buyers  
5. Developing the Necessary Relationships with your Clients and others, for successful RE Practice  
6. PROFESSIONAL INTEGRITY is Spelled: Trust, Loyalty, Honesty, Confidence, Reliability, Competence, and Diligence  
7. Key Requirements regarding Agency and Agency Duties  
8. Key Requirements regarding Disclosures to Parties
9. Key Requirements regarding Non-Discrimination
10. Effectively Marketing the Listing for Sale
11. Listening to the Clients to Best Serve Their Real Needs and Desires
12. Helping the Parties Negotiate Successful Purchase/Sale Contracts/Agreements
13. Helping the Parties By Monitoring and Facilitating the Successful Completion of All Terms
14. Escrow Services for the Clients and for Their Agents
15. Title Insurance
16. Property Inspections by Third Parties and any Repair Work
17. Commissions – How Determined, How Much and How Paid
18. Successfully Conducting your RE Sales Activities as a Business
19. Successfully Arranging or Handling Important Independent Contractor Status Items
20. Insurances and the Agent
21. Insurances and the Client
22. Post-sale Client Relations
23. Developing Your Clientele and Loyal Client Base
24. Defining and Developing a RE “Farm” (Primary Service Territory or Area of Specialization)
25. The RE Agent and the Community: Symbiosis
26. Governmental Regulation of RE Agents
27. The Political Environment of RE (and making your way in the Practice of RE)
28. New Developments and Foreseeable New Developments or Changes
29. The Future of the RE Marketplace, New Technologies, etc.
30. The Future of RE Markets, Prices, etc.?
31. The Evolving Law of RE-related areas (banking, finance, insurance, etc.) and how it may impact RE Practice
32. The Evolving Law of RE Practice itself and its Regulation
33. Licensure Requirements, Tests, Regulators, Regulations.
34. Some Useful Ideas on How to Successfully Comply with Licensure Regulations and Laws applicable to the Practice of RE in California
35. How to Deal with Regulators and Allegations of Violations (Legal, Practical, Ethical issues, etc.)

7. REPRESENTATIVE METHODS OF INSTRUCTION:
   Typical methods of instruction may include:
   A. Lecture
   B. Discussion
   C. Guest Speakers
   D. Other (Specify): 1. Reading assignments to help students prepare and reinforce course topics. 2. Homework, which may include quizzes to help students identify any study needs and to reinforce their learning.

8. REPRESENTATIVE ASSIGNMENTS
   Representative assignments in this course may include, but are not limited to the following:
   Writing Assignments:
   Homework which may include quizzes to help students identify any study needs and to reinforce their learning.
   Reading Assignments:
   Reading a specified textbook chapter and include a mini-quiz to help students focus on key points and/or typical questions that the material raises.

9. REPRESENTATIVE METHODS OF EVALUATION
   Representative methods of evaluation may include:
   A. Class Participation
   B. Exams/Tests
   C. Quizzes

10. REPRESENTATIVE TEXT(S):
    Possible textbooks include:

    Origination Date: August 2010
Curriculum Committee Approval Date: March 2015
Effective Term: Fall 2015
Course Originator: Anne Figone