



THE LEARNING SOURCE
EDUCATION FOR THE NEW ECONOMY

Real Estate and Property Management

CURRICULUM

2024+

Real Estate and Property Management

S
T
R
U
C
T
U
R
E

- Module 01.
Real Estate Principles
- Module 02.
Real Estate Practice
- Module 03.
**Real Estate
Property Management**

The Learning Source, LLC, offers a comprehensive 192-hour real estate management program. This program includes 92 hours of live in-class or live online instruction and 92 hours of class preparation (homework). Created to accommodate students who prefer a self-paced learning approach, the course cultivates a positive, low-stress, and supportive atmosphere to ensure student comfort.

The course structure entails three modules. The first module provides a review of the fundamental concepts of real estate activities, while the second module delves into disclosure forms, agency agreements, lease options, and seller financing. The third module is specifically dedicated to property management, covering rental regulations for both residential and commercial properties, time management in property operations, and negotiation strategies with brokers and sellers, including contract negotiation with vendors.

This program serves as an entry point for individuals interested in engaging with the dynamic field of real estate management.

CURRICULUM

1. Module 1° Real Estate Principles

- Real Estate Concept Map (Activity 1)
- Property Purchase Negotiation Simulation (Activity 2)
- Understanding Real Estate Transactions (Activity 3)
- Property Purchase Case Analysis (Activity 4)

1. Module 2° Real Estate Practice

- Consultation Scenario (Activity 1)
- Real Estate Forms Analysis (Activity 2)
- Analytical Presentation (Activity 3)
- Agreement Drafting Workshop (Activity 4)

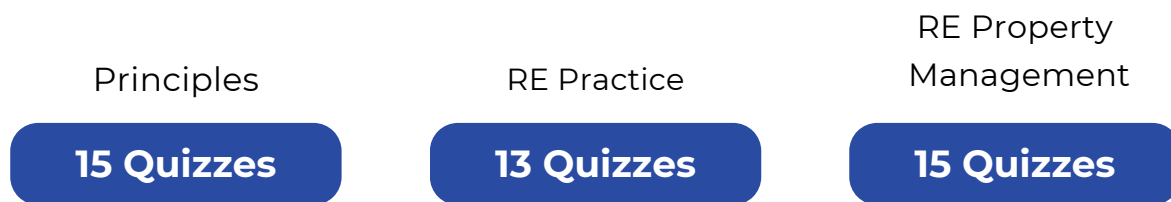
1. Module 3° Property Management

- Residential and Commercial Lease Negotiation Simulation (Activity 1)
- Property Management and Time Case Analysis (Activity 2)
- Vendor Contract Negotiation Project (Activity 3)
- Lease Policy and Conflict Management Analysis (Activity 4)

Furthermore, as part of the culmination of their academic journey, students undertake a final examination online, specifically tailored to the content covered in each book. Upon successful completion of the entire curriculum, students are awarded a Diploma from the institution. Subsequently, having excelled in the final examinations, students become eligible to pursue the California Sales exam and license, a credential that, while not mandatory for course completion, is strongly encouraged for enhanced professional prospects.

CURRICULUM

In addition to the module-specific assessment activities, the program incorporates a series of quizzes throughout its duration. These quizzes are designed to complement the students' education and help them achieve the program's objectives. The quizzes are structured around the three different modules as follows:



These quizzes provide students with continuous opportunities to reinforce their understanding of key concepts and apply the knowledge gained in practical scenarios. The aim is to encourage comprehensive learning and the acquisition of practical skills relevant to the dynamic field of real estate management.

Below, there is a comprehensive outline of the lessons and learning objectives covered throughout the duration of the course. A comprehensive content has been meticulously designed to provide students with a thorough and practical understanding of the key topics related to the field of study.

CURRICULUM

Real Estate Management

01

The Real Estate Business

- Real Estate Professions
- Real Estate Brokerage
- Professional organizations
- Regulation and Licensing

Learning objectives

- Identify the various careers available in real estate.
- Name several of the major real estate professional organizations.
- Explain the difference between a broker and a real estate salesperson.
- Explain how the real estate industry is regulated.

02

Rights in Real Estate

- Real Estate as Property
- Real Versus Personal Property
- Regulation of Real Property Interests

Learning objectives

- Identify the rights that convey ownership of real property.
- Describe the difference between real and personal property.
- Distinguish between land, real estate, and real property.
- Explain the difference between littoral and riparian rights.

CURRICULUM

Real Estate Management

03

Interests and Estates

- Interests
- Freehold Estates
- Leasehold Estates

Learning objectives

- Explain the difference between possession and non-possession rights in real estate.
- Distinguish between freehold and leasehold estates.
- Explain the difference between an absolute and defeasible fee estate.
- Explain how a life estate differs from a fee simple estate.

04

Ownership

- Sole ownership
- Co-ownership
- Estates in Trust
- Condominiums
- Cooperatives
- Time-Shares

Learning objectives

- Explain how sole ownership and co-ownership can differ.
- Distinguish in detail the differences between cooperatives, condominiums, and timeshares.
- Explain the concept of an estate in trust.
- Identify the various forms of co-ownership and explain the basic features of each.

CURRICULUM

Real Estate Management

05

Encumbrances and Liens

- Encumbrances
- Easements
- Encroachments
- Licenses
- Deed Restrictions
- Liens
- Foreclosure

Learning objectives

- Explain how an encumbrance differs from an easement.
- Define the term “license.”
- Show how deed restrictions differ from homeowner subdivision covenants.
- List several reasons why a foreclosure can take place.

06

Transferring and Recording

- Title to Real Estate
- Deeds of Conveyance
- Wills
- Involuntary Title Transfer
- Title Records

Learning objectives

- Explain how a title differs from a deed.
- Explain what is meant by “recording.”
- List several ways involuntary title transfer can occur.
- Explain the difference between legal and equitable titles.

CURRICULUM

Real Estate Management

07

Real Estate Leases

- The Lease Contract
- Types of Lease
- Default and Termination
- Uniform Residential Landlord and Tenant Act

Learning objectives

- Explain how gross, net, and percentage leases differ.
- State several ways in which a commercial lease differs from a residential lease.
- Give three circumstances in which a ground lease may be used.
- Explain what is meant by a “leasing of rights.”

08

Land Use Planning and Control

- Real Estate Planning
- Public Land Use Control
- Private Land Use Control
- Environmental Controls

Learning objectives

- Define the term “Master Plan.”
- State the various areas of concern in establishing environmental controls.
- Explain what is meant by police power.
- List several goals of land use controls.

CURRICULUM

Real Estate Management

09

Legal Descriptions

- Methods of Legal Description
- Metes and Bounds
- The Rectangular Survey System
- Recorded Plat Method
- Describing Elevation

Learning objectives

- Identify and explain three methods of legal descriptions.
- Explain how elevation is expressed.
- Define baselines and meridians.
- Explain how a township and a section differ.

10

Real Estate Contract Law

- Contract Validity and Enforceability
- Contract Creation
- Classifications of Contracts
- Contract Termination

11

Agency

- The Agency Relationship
- Fiduciary Duties
- Forms of Real Estate Agency
- Agency Disclosure Rules

Learning objectives

- Explain the difference between an agent's duties to a client vs. duties to a customer.
- Explain ways in which involuntary termination of an agency relationship can occur.
- List 5 duties of an agent to a client.
- Explain the difference among single agency, dual agency, and non-agency.

CURRICULUM

Real Estate Management

12

Listing Agreements

- Review of Legal Foundations
- Types of Listing Agreement
- Fulfillment and Termination
- Agreement Clauses

Learning objectives

- Explain how an exclusive right to sell differs from an exclusive agency agreement.
- Explain how an agent is paid in a net listing.
- Specify the advantages and disadvantages of being a transaction broker.
- Define the concept of procuring cause.

13

The Brokerage Business

- Function and organization
- The Broker-Salesperson Relationship
- operating a Real Estate Brokerage
- Business Brokerage
- Syndications and Securities Brokerage

Learning objectives

- List the various types of brokerage organizations.
- List 5 core activities of a brokerage business.
- Explain the meaning of “trade organization.”
- State the advantages of a multiple listing service.

CURRICULUM

Real Estate Management

14

Contracts for the Sale of Real Estate

- Legal characteristics
- Contract creation
- Earnest money escrow
- Contract contingencies Default

Learning objectives

- Define earnest money.
- Explain the purpose of escrow.
- List at least 5 common contract contingencies.
- Define liquidated damages

15

Real Estate Market Economics

- The Market System
- Real Estate Market Dynamics

Learning objectives

- Explain the concepts of supply and demand and their impact on the real estate market.
- Define market equilibrium.
- In terms of real estate supply and demand, give 3 factors that affect each.
- List several governmental influences that exert influence over local real estate markets.

CURRICULUM

Real Estate Management

16

Appraising and Estimating Market Value

- Real Estate Value
- Appraising Market Value
- The Sales Comparison Approach
- The Cost Approach
- The Income Capitalization Approach Understanding “the formula” $I-OE=NOI/rate = value$
- Regulation of Appraisal Practice

Learning objectives

- Define real estate value.
- Identify at least 7 types of real estate value.
- Explain how a broker’s opinion of value differs from an appraisal.
- Identify the steps in the preparation of an appraisal.

17

Finance

- Anatomy of Mortgage Lending
- Initiating a Mortgage Loan
- Qualifying for a Mortgage Loan
- Closing a Loan
- Laws Affecting Mortgage Lending
- The Mortgage Market
- Types of Real Estate Loans

Learning objectives

- Define the term hypothecation.
- Explain the purpose of a promissory note and a mortgage.
- Explain the difference between mortgagor and mortgagee.

CURRICULUM

Real Estate Management

18

Real Estate Investment

- Investment Fundamentals
- Real Estate as an Investment
- Real Estate Investment Entities
- Taxation of Real Estate Investments
- Investment Analysis of a Residence
- Investment Analysis of an Income Property

Learning objectives

- Explain the relationship between risk and return.
- Define the term leverage.
- Explain debt, money, and equity investments.
- Explain how syndicates, partnerships, and real estate investment trusts differ.

19

19° Property Management agreements

- Rental Application
- Rent Agreement
- Property management agreement

20

Real Estate Taxation

- Taxing Entities
- Ad Valorem Taxation
- Special Assessments
- Tax Lien Enforcement

Learning objectives

- Explain the difference between ad valorem taxes and special assessments.
- Identify at least 3 taxing entities authorized to tax real estate.
- Explain how equalization factors are applied to real estate taxes.
- Explain the concept of a homestead exemption.

CURRICULUM

Real Estate Management

21

Ethics: Laws and Practices

- Aims
- Fair Housing Laws
- Professional Practices

Learning objectives

- Define real estate ethics.
- Define steering, blockbusting and redlining.
- Identify the protected classes specified by the Fair Housing Act.
- Give several exemptions to the Fair Housing Act.

22

Closings

- The Closing Event
- Real Estate Settlement Procedures Act
- Financial Settlement of the Transaction
- Computing Prorations
- Taxes Due at Closing
- Completing the Closing Statement: A Case Settlement
- Reporting Requirements

Learning objectives

- Identify the basic steps involved in a real estate closing.
- Explain the basic regulations imposed by the Real Estate Settlement Procedures Act (RESPA).
- Explain the role of the real estate broker in the closing process.
- Explain the difference between a debit and a credit on a closing statement.

CURRICULUM

Real Estate Management

23

Real Estate Licensing and Regulation

- Obtaining a Real Estate License
- License Regulation

Learning objectives

- State the various activities that require the practitioner to hold a real estate license.
- Identify the various ways in which a broker's license may be held.
- Explain the purpose of a regulatory agency such as a real estate commission.
- Explain the difference in education requirements for a broker's and salesperson's license.

24

Real Estate Mathematics

- Basic Formulas and Functions
- Real Estate Applications

Learning objectives

- Calculate the commission on a sale and show the distribution of the funds to those involved in the transaction.
- Calculate the area of a parcel of property based on its identification using the rectangular survey system.
- Accurately calculate the square footage of a floor plan.
- Calculate the monthly payments on a typical mortgage loan.

CURRICULUM

Real Estate Management

25

State Law and Regulations

- California Real Estate License Law

Learning objectives

- Explain the licensing application process and the requirements for licensing
- Identify the procedures for examination authorization, license renewal, transferring a license, and
- items which must be returned to the broker on termination of sponsorship.
- State the basic rules governing advertising of real estate.
- Explain the procedures for the return of escrow deposits; the presentation of offers and
- counteroffers; to be followed when a complaint is filed against a licensee; and when the agency
- information must be provided to potential clients.
- Explain the relationship of a licensee with customers and clients.

FINAL CERTIFICATION TEST

Furthermore, as part of the culmination of their academic journey, students undertake a final examination online, specifically tailored to the content covered in each book. Upon successful completion of the entire curriculum, students are awarded a Diploma from the institution. Subsequently, having excelled in the final examinations, students become eligible to pursue the California Sales exam and license, a credential that, while not mandatory for course completion, is strongly encouraged for enhanced professional prospects.



15 Quizzes

Real Estate
Principles

Real Estate
Practice

13 Quizzes



15 Quizzes

Real Estate
Property
Management



Subsequently, having excelled in the final examinations, students become eligible to pursue the California Sales exam and license, a credential that, while not mandatory for course completion, is strongly encouraged for enhanced professional prospects.

HOLIDAYS 2023-2024

Below, the holidays of 2023 and 2024 are presented, times when classes and work activities are temporarily suspended to commemorate events of historical, cultural, and national significance in the United States.

2023

Date	Celebration/Holiday
Monday, January 2	New Year's Day
Monday, January 16	Martin Luther King, Jr. Day
Friday, January 20	United States Presidential Inauguration Day
Monday, February 20	Presidents' Day
Monday, May 29	Memorial Day
Monday, June 19	Juneteenth National Independence Day
Tuesday, July 4	Independence Day
Monday, September 4	Labor day
Monday, October 9	Columbus Day
Friday, November 10	Veterans Day
Thursday, November 23	Thanksgiving Day
Monday, December 25	Christmas Day

2024

Date	Celebration/Holiday
Monday, January 1	New Year's Day
Monday, January 15	Martin Luther King, Jr. Day
Monday, February 19	Presidents' Day
Monday, May 27	Memorial Day
Wednesday, June 19	Juneteenth National Independence Day
Thursday, July 4	Independence Day
Monday, September 2	Labor Day
Monday, October 14	Columbus Day
Monday, November 11	Veterans Day
Thursday, November 28	Thanksgiving Day
Wednesday, December 25	Christmas Day

Please note; The holidays listed may be subject to change based on the religious and cultural practices of the students.