

Syllabus

Course: REAL 2100 - Real Estate Principles

INET Based Class - Asynchronous

Instructor: Marcus M. Moffitt, BBA, MPA

Office: BLB 318B

Office Hours: By Appointment

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Primary Methods: Email, SMS Text, Voice

Text:

Title: Modern Real Estate Practice in Texas, 19th Edition

Author: Loretta R. DeHay

Format: Paperback

Publisher: Dearborn

Edition: 19th Edition (2024)

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ISBN-13: 978-1078841924

Supplies:

Calculator: Yes, you're going to need one. You can use your phone calculator in class, but not on the exam.

Laptops/Electronic Devices: This course will be delivered in person. You will need a computer with internet connection and zoom in case we need to meet virtually. You will also need access to a pdf editing program for your project.

Course Objectives

Student Learning Objectives:

The Real Estate Principles and Practices course is a survey course; an introduction to the practice of Real Estate. It is general in nature and designed to prepare the student for further study in one or more specific areas of Real Estate Finance, Law, Marketing, Appraisal, Property Management, and Investment Real Estate, and to develop the skills to manage personal real estate. Students are expected to comprehend real estate terminology and contract features and to acquire the knowledge, judgment and expertise to understand the real estate process.

1. To introduce the student to the practice of Real Estate
2. To provide the student with the language and terminology of real estate
3. To prepare the student for a more in depth study of the key functional areas of real estate.
4. To prepare students to be more educated home buyers.

My Objective: UNT, The College of Business, and I want you to be successful in your careers and in life. I will make every reasonable effort to be available and provide guidance to make sure you succeed in this class and beyond.

Assignments

Quizzes/Homework: There will be a quiz during each class period that an exam is not scheduled. The lowest 2 quiz grades will be dropped at the end of the semester. The quiz will be at sometime during class, and you must be present to take the quiz. It will be a one-question quiz over something in your reading for that week, or a homework assignment. The lowest grade possible on the quizzes will be a 60.

Each chapter will have an online quiz. The online quiz will become available the Monday before each class period. You will have two attempts for each online quiz. The higher of your 2 attempts will be the grade recorded. The online quiz will be available the Monday prior to the date its chapter is scheduled in class and will remain open until the next scheduled exam begins. **Online quizzes must be completed prior to the start time of the next exam.**

Exams

Mid Terms: There will be two (2) mid term exams. Exams will begin promptly at the start of class. Students who show up late will not be given extra time to finish. My goal is to prepare you well for the exams so that there are no surprises.

Final Exam: The final exam will be comprehensive, and is scheduled for **the date shown in Assignments**

Other Exam Info: Take off headwear, sunglasses, earphones, headsets, etc. No cell phones or other electronic devices are to be used during an exam.

Make Up Exams: No make-up exams will be given. If you know you will be absent for an exam, you must make prior arrangements with the instructor to take the test prior to the rest of the class. Please see the **Responsibility to Notify** policy below.

Cheating: Please don't cheat, it will hurt my feelings and destroy your future. Cheating will result in a minimum of a Zero on the assignment, an "F" in the class, and earn you a trip to the Dean's office to have a discussion about "Academic Dishonesty". Your future in business depends on having an honest reputation. If you need more info, please see:

https://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdfhtm for UNT rules.

Course Grade Weighting

40% - Chapter Quizzes

40% - Exams 1&2

20% - Final Exam


100% Total

Extra Credit: There is no "extra credit" offered in this course. Do not ask if you can have "extra credit" assignments. Do your best on the assignments listed above.

Classroom Manners and Appearance Policy: Please be courteous and respectful during class. The UNT COB promotes professionalism and trains future leaders in business. Additionally, please dress appropriately for class. You never know if your future boss may be stopping by to visit.

Quality of Work Expectations: I expect to see your best effort; in a professional, high quality, well planned, coherent presentation. Essays should be planned out, and follow a logical sequence. If you wouldn't turn it in to your boss in the future, please don't do it here.

Class Participation: I expect everyone to participate, even if you're shy. You will have a hard time becoming successful in business if you're not able to engage with others. Building relationships, developing communication skills, and being able to express your thoughts in a convincing manner will help as well.

Attendance Policy: You need to be present and engaged during each class. Every class session is important and is designed to provide value to your future career. If you miss a class, please engage with your fellow classmates first. If you need further clarification on a topic, you are welcome to call or write. Please do not call or write and ask if you missed anything important; the answer will be "Yes". Additionally, I will follow the UNT attendance policies located at: [UNT Student Attendance Policy \(PDF\)](https://policy.unt.edu/policy/06-039)  (<https://policy.unt.edu/policy/06-039>) (<https://policy.unt.edu/policy/06-039>).

Communicating with Mr Moffitt: The best way to reach me is through email or Canvas. If we need to schedule a time to talk, I am happy to do so. If it is urgent, please use email or SMS Text.

Class Cancellation: Unless the University or Mr. Moffitt cancels class, we will meet. If you didn't get a notification from either the University or Mr. Moffitt, we will be having class.

Disability Accommodations: I will follow UNT policies regarding ADA accommodations. It is important that you do your part to communicate with me and ODA well in advance of tests, assignments, etc that may require accommodations. Waiting until the week before, or the day of, to let me know you need accommodations can create substantial and difficult problems for all of us.

Late Submissions of Assignments: You need to turn your assignments in on time. Assignments submitted late will receive a 20-point penalty. If the assignment has closed for submission in Canvas, the assignment will not be accepted by any delivery method (including email or Canvas messages) and will be counted as a zero. It is your responsibility to verify the due date and time in Canvas and plan ahead to give yourself time to deal with any tech problems that will occur at the last minute.

Responsibility to Notify: You have an affirmative duty, responsibility, or obligation to notify me as soon as practicable if you are struggling with the course or experiencing a life event or illness that is affecting your performance. This includes, but is not limited to, general illness, injuries, and hospitalizations. If you inform me of your situation, I will do my best to support you in turning things


around. This policy applies to all assigned work, including exams. Failure to notify me in a timely manner will result in the denial of any requests for assistance or accommodations.

Cure Period: You have seven (7) calendar days (the "Cure Period") to notify me of any issue with your grade or the grading of an assignment. The Cure Period begins when you receive notification through Canvas or when I enter the grades. I will make every effort to keep the gradebook up to date. It is your responsibility to notify me of any discrepancies within the Cure Period. If you fail to contact me about a grading issue within this timeframe, I will not discuss, review, or modify any grade that falls outside of the Cure Period.

Schedule (Subject to Change)

UNT/College of Business Policies

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

ADA Accommodation Statement. UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website at disability.unt.edu  (<http://disability.unt.edu/>).

Emergency Notification & Procedures. UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Blackboard for contingency plans for covering course materials


Severe Weather. In the event of severe weather, all building occupants should immediately seek shelter in the designated shelter-in-place area in the building. If unable to safely move to the designated shelter-in-place area, seek shelter in a windowless interior room or hallway on the lowest floor of the building. All building occupants should take shelter in rooms 055, 070, 090, and the restrooms on the basement level or in rooms 170, 155, and restrooms 122, 182 or 183 on the first floor.

Bomb Threat/Fire. In the event of a bomb threat or fire in the building, all building occupants should immediately evacuate the building using the nearest exit. Once outside, proceed to the designated assembly area. If unable to safely move to the designated assembly area, contact one or more members of your department or unit to let them know you are safe and inform them of your whereabouts. Persons with mobility impairments who are unable to safely exit the building should move to a designated area of refuge and await assistance from emergency responders. All building occupants should immediately evacuate the building and proceed to the south side of Crumley Hall in the grassy area, west of parking lot 24.

COVID Related Policies

COVID-19 Impact on Attendance

While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with me prior to being absent so I may make a decision about accommodating your request to be excused from class.

If you are experiencing any [symptoms of COVID-19](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html)  (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Hotline at 844-366-5892 or COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

Class Materials for Remote Instruction

The UNT fall schedule requires this course to have fully remote instruction. Additional remote instruction may be necessary if community health conditions change or you need to self-isolate or

quarantine due to COVID-19. Students will need access to a webcam and microphone to participate in fully remote portions of the class. Additional required classroom materials for remote learning include: MS Word, Excel, and Google Chrome Browser. Information on how to be successful in a remote learning environment can be found at <https://online.unt.edu/learn>.