

# REAL 2100: Principles of Real Estate Spring 2020 Course Syllabus

## COURSE: REAL 2100 - PRINCIPLES OF REAL ESTATE

Tuesday's @ 6:30pm - 9:20pm; BLB Room 040

**Instructor:** Natalie Boyd, BBA, MBA

**Office:** Business Leadership Building

**Office Hours:** Immediately following class or by appointment. FYI-I only teach once a week so I won't be physically on campus often. However, I am more than willing to set up a time to meet you if needed.

**Business Phone:** N/A. If for any reason we need to set up a time to talk to me on the phone, send me an email and we'll figure out a good time I can call you.

**E-Mail:** [natalie.boyd@unt.edu](mailto:natalie.boyd@unt.edu) (Preferred method of communication)

Subject Line: \*\*REAL 2100-YOUR NAME

## REQUIRED TEXT

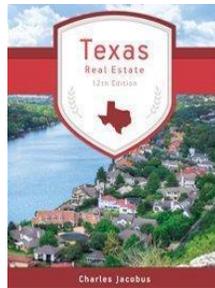
**Title:** Texas Real Estate

**Author:** Charles J. Jacobus

**Format:** Paperback

**Edition:** 12th Edition (2014)

**ISBN-13:** 978-1629800011



**Publisher:** ONCOURSE  
**ISBN-10:** 1629800015

## SUPPLIES

**Calculator:** Yes, you're going to need one. I don't mind if you use your phone calculator in class, but **ABSOLUTELY NOT** on the exams. I recommend the BA ii Plus calculator. If you are a business major, you'll need one of these for your finance classes later on. They cost about \$20 at Target or Walmart.



**Laptops/Electronic Devices:** You're welcome to use a laptop to take notes and to look up course related topics. However, please no Facebook, Instagram, Twitter, texting on your MAC book, etc. If I see you using your laptop for a non-educational reason, I will ask you to put your laptop away and you will not be allowed to use one to take notes for the rest of the semester.

## CATALOG DESCRIPTION

Real estate principles, law, and operating procedures in the state of Texas are presented. Topics include arithmetical calculations for real estate transactions, conveyancing, land economics and appraisals, obligations between the principal and the agent, ethics, and rules and regulations of the Texas Real Estate Commission. The usages of various real estate instruments are covered, including deeds, deeds of trust, mortgages, land contracts of sale, leases, liens, and listing contracts.

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### **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 students for further study in one or more specific areas of Real Estate Finance, Law, Marketing, Appraisal, Property Management, Investment Real Estate, and to develop the skills necessary to manage personal real estate. Students are expected to comprehend real estate terminology and contract features and to acquire the knowledge, judgement 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 G. Brint Ryan College of Business and I want you to be successful in your future careers and in life. I will make every reasonable effort to be available to you and to provide you guidance to help you succeed in this class and beyond.

### **REAL ESTATE LICENSE QUALIFICATION**

The Texas Real Estate Salesperson's License as of January 1, 2006 requires no less than six (6) classes to be successfully completed. UNT currently offers four (4) of these classes (see flyer distributed on the first day of class) and far exceeds the 30 classroom hours and content required by TREC. The new requirements generally have increased by one (1) additional real estate class.

In the past it was important to get a letter from the FIREL department (BLB 200) after completing all five (5) classes but prior to applying to the Texas Real Estate Commission or your application will be rejected in regards to REAL 3100 (at UNT historically was both Principles II 15 hours (brokerage) and the Law of Agency (30 hours). However, REMEMBER THIS! After graduation you will be required to take Principles II and Contract Forms at a private or commercial Real Estate School if you choose to do so (e.g.-Kaplan, Champions, etc.). Even better, get a letter from your professor or the FIREL department after completion of the REAL 3100 course.

### **ASSIGNMENTS**

**Quizzes/Homework:** There will be a quiz during each class period that an exam is not scheduled. The lowest quiz grade will be dropped at the end of the semester. The quiz will be at some point during class, and you must be present to take the quiz. If you are not present to take the quiz, a Zero (0) will be recorded; no questions asked. The quiz will be a single-question quiz over topics in your reading for that week, the previous lecture from the prior week, or a homework assignment. The lowest grade possible on the quizzes (if taken) will be a 60. You may not hand in an assignment or a quiz for a friend.

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Each chapter will also have an online quiz. The online quiz will become available the day after the chapters/topics have been covered in class, so you can do them at your own pace or you may complete them by the schedule each week. I'm not here to make your life more difficult; the timing is really up to you. Although, I do recommend that you complete them each week so you're not overwhelmed with quizzes if you procrastinate doing them. You will also likely have a better chance of retaining the information if you do them slowly. You will have two attempts for each online quiz. The higher of your 2 attempts will be the grade recorded. The online quizzes will remain open until the next scheduled exam begins. **\*Online quizzes must collectively be completed by 11:59 pm the day prior to the start time of the next exam. For example, the first exam is on 2/11. All quizzes must be completed by 2/10 at 11:59 pm.\***

The online quizzes and the in class quizzes will be out of 100 points. **On days that we have a guest speaker, your attendance will count as TWO quiz grades.**

**Supplemental Information/Handouts:** I may hand out supplemental reading materials during class. Anything is fair game on the exams.

**Extra Credit:** Lucky for you, I am a big fan of extra credit! I will be handing out 1 extra credit assignment **EVERY SINGLE WEEK** of the semester, so take advantage of this opportunity. However, there is a catch. You must personally be in class to receive the assignment and I will be handing it out at the end of the class period every week. If you turn in an extra credit assignment and leave class early, you will not receive the credit even if you complete it. I want to reward the people who make an effort to consistently come to class and be active, engaging and present. The points per assignment will range from 5-10 points (announced in class depending on the length or effort needed to complete it) which will be added to quiz or homework grades for you for that week. Every single one of my extra credit assignments will be assigned because I see some sort of inherent educational life value in them.

### **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 any extra time to finish. My goal is to prepare you well enough for the exams so that there are no surprises.

**Final Exam:** The final exam will be comprehensive, and is scheduled for **Tuesday, May 5th @ 6:30 pm.**

**Other Exam Info:** On exam days, I do not allow headwear of any kind, sunglasses, long sleeve shirts/sweaters, water bottles with labels on them, sunglasses, earphones, headsets, etc. and NO cell phones or other electronic devices are to be used during exams.

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**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 me to take the test before to the rest of the class.

**Cheating:** Please don't cheat; it will hurt my feelings and **destroy** your future. I have seen students get very creative when it comes to cheating and it honestly takes more work to figure out how to cheat than actually studying, learning, and doing the work! Put in the time and **earn** your grades. You can jeopardize your entire collegiate career and your word as a person for one tiny exam grade. I promise you, it's not worth tarnishing your reputation. If you are struggling, come talk to me and I will help you to the best of my ability. 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 your connections and having an honest reputation...make sure you start your life off on the right foot. The world itself is far smaller than you think; you never who you could meet in life that may be your future boss, client, or interviewer. Your classmates included! You don't want to have them have a negative impression of you and your character because that may affect your ability to do business with them in the future.

If you need more information, please see [https://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student\\_Affairs-Academic\\_Integrity.pdfhtm](https://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdfhtm) for UNT official rules and regulations.

### **COURSE GRADE WEIGHTING**

20% - Exam 1  
20% - Exam 2  
25% - Quizzes/Homework  
15% - Project  
20% - Final Exam  
100% Total

**Classroom Manners and Appearance Policy:** Please be courteous, kind, and respectful during class. The UNT College of Business promotes professionalism and trains future leaders in business. Additionally, please dress appropriately for class. You never know if your future boss as a guest speaker may be stopping by for a visit.

**Quality of Work Expectations:** I expect to see your best effort. If you wouldn't turn it in to your boss in the future, please don't turn it in to me.

**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. Get comfortable speaking with others. Building relationships, developing communication skills, and being able to express your thoughts in a convincing

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manner will serve you well in your life. It is a skill you must practice so you might as well practice it here where there is less pressure on you.

### **INSTRUCTOR EVALUATION**

It is my personal objective to offer a quality learning environment and experience for each of my students. I strive to educate my students not only on the required course materials, but also on real world applications. My ultimate goal is to have my students leave this class and feel like they have gained valuable attainable skills that may serve them to lead a well rounded and successful life. At the end of the course, I would ask that you please evaluate my efforts in a confidential survey. As an added incentive, if 90% of the class completes the survey, I will add a 1 point curve to your overall final grade for the semester. This could mean a letter grade difference for some of you!

### **Semester Schedule** **\*Subject to Change\***

WEEK	DATE	TOPICS	READING
WEEK 1	1/14/2020	INTRO - NATURE & DESCRIPTION OF REAL ESTATE	CH 1-2
WEEK 2	1/21/2020	RIGHTS & INTEREST IN LAND/FORMS OF OWNERSHIP	CH 3-4
WEEK 3	1/28/2020	HOME OWNERSHIP/CONDOS CO-OP'S/TIMESHARES	CH 5-6
WEEK 4	2/4/2020	CONTRACT LAW/TEXAS RE CONTRACTS - EXAM PREP	CH 7-8
WEEK 5	2/11/2020	<b>**EXAM 1** / LICENSING &amp; PROFESSIONAL REGS</b>	EXAM 1-8/ CH 9
WEEK 6	2/18/2020	PRINCIPAL-BROKER RELATIONSHIPS	CH 10-11
WEEK 7	2/25/2020	FAIR HOUSING, ADA, ETC.. TRANSFERING TITLE	CH 12-13
WEEK 8	3/3/2020	TITLE RECORDING/INSURANCE / MORTGAGES	CH 14-15
WEEK 9	3/10/2020	<b>**SPRING BREAK-NO CLASS!**</b>	NONE
WEEK 10	3/17/2020	LENDING PRACTICES / SOURCES OF FINANCING	CH 16-17
WEEK 11	3/24/2020	<b>**EXAM 2** / HAND OUT PROJECT</b>	CH 9-17
WEEK 12	3/31/2020	TYPES OF FINANCING/LOAN AND THE CONSUMER	CH 18-19
WEEK 13	4/7/2020	REAL ESTATE LEASES AND APPRAISAL	CH 20-21
WEEK 14	4/14/2020	TITLE CLOSING AND ESCROW/LAND USE & CONTROL	CH 22-23
WEEK 15	4/21/2020	RE INVESTMENTS / SPECIALIZATION - <b>**PROJECT DUE**</b>	CH 24-25
WEEK 16	4/28/2020	<b>**NO CLASS-TAKE THIS WEEK TO STUDY!**</b>	ALL
WEEK 17	5/5/2020	<b>**FINAL EXAM**</b>	ALL

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## **UNT/COLLEGE OF BUSINESS POLICIES AND PROCEDURES**

**Academic Integrity Standards and Sanctions for Violation:** According to UNT Policy 18.1.16, 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 Statement:** UNT makes reasonable academic accommodations for students with disabilities. Students seeking accommodations 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 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.