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Overview

Course Description

Sales Comparison Valuation of Small, Mixed-Use Properties is primarily for appraisers who wish to transition to small property general work and is designed to provide residential appraisers with the tools needed to appraise properties with multiple sources of value. It is also designed for the experienced appraiser who wants an update of the sales comparison approach and is interested in its application to mixed-use properties. Participants should have appraisal experience and familiarity with single-unit residential appraisals.

Beginning with a theoretical review, the course walks through the sales comparison approach from data collection to report writing. Data verification for small, mixed-use properties is followed by a detailed demonstration of real-world analysis techniques.

After group discussion of a case study that offers hands-on use of the analysis techniques introduced in the course, the course concludes with reconciliation, communication skills, and consistency among the approaches. The relevant standards issues are woven throughout the course.

Learning Enhancements

The course has been designed with a variety of elements to enhance your learning experience.

- **Preview.** To give you a taste of what is to come, you will find a *Preview* page that begins each Part. Included on the *Preview* page is a brief overview of the content, learning objectives to consider as you move through the content, and learning tips that will assist you in understanding the information you're about to learn.
- **Learning Objectives.** Each learning objective covers essential information you need to know to fully understand the concepts in the course. Look them over before the Part begins so that you have a frame of reference as you move through the material. At the end of each Part, reread the objectives. Are you able to do what is stated? If not, this is the time to ask your instructor for help. Or, review the concepts that you do not understand.
- **Examples & Problems.** Supplementing the discussions, we've included examples and problems to help you visualize and practice what you are learning.
- **Review.** Each Part concludes with a review. Included in the review are the learning objectives and key terms and concepts that have been covered. Also,

we've provided recommended readings from textbooks that will reinforce what you have learned in class.

Classroom Guidelines

To make the classroom environment a positive experience for everyone attending, we have some guidelines for your consideration:

- 100% attendance is required. No exceptions.
- Limit use of laptops to classroom projects.
- Communicate with business associates during break time instead of class time.
- Put away reading materials such as newspapers and books that are not used in class.
- Silence cell phones.
- Use recording devices only if prior permission has been granted.
- Refrain from ongoing conversations with those seated near you and other distracting behavior.

General Information

- **Calculators.** A financial calculator is required. The accepted model used in the course is the HP-12C.
- **Breaks.** There will be two 10-minute breaks during the morning session and two 10-minute breaks during the afternoon session unless noted otherwise by the course sponsor. The lunch break is one hour.
- **Attendance sheets** will be distributed during class to verify your attendance during the morning and afternoon sessions.
- **Certificates of completion** will be mailed after completion of the course, and attendance during the entire course is required.

Recommended Texts

- *The Appraisal of Real Estate, 13th ed.*

Exam

- 26 multiple-choice questions