

Course Schedule

SECTION 1. (Day 1 Morning)

Overview	Registration
Introduction	Classroom Procedures Introduction to the Course
Part 1. The Valuation Process	Introduction to the Valuation Process Step 1: Identification of the Problem Step 2: Scope of Work Step 3: Data Collection and Property Description Step 4: Data Analysis Questions and Review Morning Break
Part 2. From Analysis to Solutions	Step 5: Land Value Opinion Step 6: Application of the Three Approaches Step 7: Reconciliation of Value Indications and Final Opinion of Value Step 8: Report of Defined Value Review of the Valuation Process Questions and Review Morning Break
Part 3. Introduction to Income Capitalization	Income Capitalization Approach—Setting the Stage Terms and Definitions Income Capitalization Methods Questions and Review—Self-Study Practice Test (Section 1) Lunch

SECTION 2. (Day 1 Afternoon)

Part 4. Income Capitalization Formulas

Capitalization Formulas without Fear
Income Multipliers
Income Rates
Questions and Review
Afternoon Break

Part 5. Income and Expense Analysis

Lease Analysis
Developing Income and Expense Estimates
Questions and Review
Afternoon Break

Part 6. Application—Problem Solving

Application—Problem Solving
Questions and Review

SECTION 3. (Day 2 Morning)

Part 7. Construction and Design Basics

Introduction to Appraisal Observation
Appraisal Observation from the Ground Up
House Design for Appraisers
Questions and Review
Morning Break

Part 8. Introduction to the Cost Approach

Getting Started with Cost
The Basics of Estimating Cost
Measurement of the Structure
Questions and Review
Morning Break

Part 9. Components in Cost Analysis

Analyzing Component Costs
Oak Street Case Study—Cost Analysis
Questions and Review—Self-Study Practice Test (Section 3)
Lunch

SECTION 4. (Day 2 Afternoon)

Part 10. Cost Analysis—Case Study

Completion of the Case Study (from Part 9)
Breaking Down the Costs
Questions and Review
Afternoon Break

Part 11. Commercial Costs and Depreciation Basics

Quality Classifications for Commercial Structures
Depreciation Basics
Questions and Review
Afternoon Break

Part 12. Applied Depreciation

Market Extraction Method
Age-Life Method of Depreciation
Breakdown Method of Depreciation
Questions and Review—Self-Study Practice Test (Section 4)

SECTION 5. (Day 3 Morning)

Part 13. Land or Site Valuation

Overview of Land or Site Valuation
Land or Site Valuation Procedures
Oak Street Case Study (Part II)—Sales Comparison and Site Valuation
Questions and Review
Morning Break

Part 14. Property Description

The Valuation Process in a Form
Oak Street Case Study (Part III)—Property Description
Manufactured Homes; Cost Approach on the URAR
Questions and Review (no review quiz)
Morning Break

Part 15. Sales Comparison Approach

Overview of the Sales Comparison Approach
Questions and Review—Self-Study Practice Test (Section 5)
Lunch

SECTION 6. (Day 3 Afternoon)

Part 16. Comparable Property Selection

Preliminary Selection Process
Oak Street Case Study (Part IV)—Comparable Sales Selection
Questions and Review (no review quiz)
Afternoon Break

Part 17. Adjustments

Identification and Measurement of Adjustments
Types of Adjustments
Adjustment Process
Reconciliation of the Sales Comparison Approach
Oak Street Case Study (Part V)—Market Grid Adjustments
Afternoon Break

Part 18. Oak Street Case Study—Market Grid Application

Oak Street Case Study (Part VI)—Instructions for Market Grid
Guide Notes for the Market Grid
Questions and Review—Self-Study Practice Test (Section 6)

SECTION 7. (Day 4 Morning)

Part 19. Oak Street Case Study—Sales Comparison (Market Grid Application, cont.)	
	Oak Street Case Study (Part VII)—Sales Comparison
	Review of Adjustments
	Morning Break
	Oak Street Case Study (Part VII)—Sales Comparison, cont.
	Morning Break
Part 20. Reconciliation and Communication	
	Reconciliation
	Oak Street Case Study (Part VIII)—Reconciliation
	Communication
	Reporting Formats
	Report Documentation and Work File
	Certification
	Questions and Review—Self-Study Practice Test (Section 7)
	Lunch

SECTION 7. (Day 4 Afternoon)

Part 21. Exam Content Review	
	Preparing for the Exam (Instructor’s Course Review)
	Content Covered in Course (Participants’ Course Review—Self-Study)
	Afternoon Break
	Instructions
Exam	
	Exam